

**THE VILLAGE OF DEXTER  
VILLAGE COUNCIL MEETING  
MONDAY November 14, 2005**

**\*\*\*\*\*7:30pm\*\*\*\*\***

**Dexter Senior Center, 7720 Dexter Ann Arbor Road**

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**B. ROLL CALL:** President Seta                      J. Carson                      P. Cousins                      S. Keough  
   J. Semifero                      T. Walters                      D. Fisher

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting Minutes- October 24, 2005
2. Work Session Minutes – October 24, 2005                      **Page#1-19**

**D. PRE-ARRANGED PARTICIPATION:**

*Pre-arranged participation will be limited to those who notify the Village office before 5 00 p.m. Tuesday of the week preceding the meeting, stating name, intent and time requirements (10-minute limit per participant)*

None

**E. APPROVAL OF AGENDA:**

**F. PUBLIC HEARINGS**

*Action on each public hearing will be taken immediately following the close of the hearing*

False Alarm for Breaking & Entering Fee Ordinance

**ACTION ITEM: Consideration of: BREAKING & ENTERING FALSE ALARM FEE  
ORDINANCE**

**Page#21-29**

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**G. NON-ARRANGED PARTICIPATION:**

*Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.*

None

**H. COMMUNICATIONS :**

- 1 DTE Energy 10-31-05
2. County Resolution #05-0197-Jennie Ritter

**Page#31-33**

**I. REPORTS:**

1. Community Development Manager- Allison Bishop

**Page#35-46**

2. Board and Commission Reports

Dexter Door-to-Door - Jim Carson

**Page#47-48**

3. Subcommittee Reports

Facilities Committee Time-line Update-John Hanifan

**Page#49-50**

4. Village Manager Report

**Page#51-52**

5. President's Report

**J. CONSENT AGENDA**

*Bills & Payroll will be a standing item under consent agenda. Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item. Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business.*

- 1 Consideration of: Bills & Payroll in the amount of: **\$207,034.58**

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2. Consideration of: Request from Joe Scheuring on behalf of the Salvation Army to permit the Salvation Army Brass Band and Collection Kettles to set up in Monument Park during Victorian Christmas on December 3<sup>rd</sup> and 10<sup>th</sup>
3. Consideration of: Request from Dexter Area Chamber of Commerce to conduct Victorian Christmas activities at Monument Park on December 3<sup>rd</sup> and 10<sup>th</sup>. Activities to include a Holiday Parade on Main Street at 10:30a on Saturday, December 10, 2005

**Page#53-63**

**K. OLD BUSINESS- Consideration and Discussion of:**

- 1 Discussion of: Request for annexation from Jim Haeussler of Peters Building Company – Update

**L. NEW BUSINESS- Consideration and Discussion of:**

1. Consideration of: Request from A R. Brouwer for a Site Plan Modification to Dexter Plaza

**Page#65-69**

2. Consideration of: ORDINANCE AMENDMENT TO SECTION 18-31 OF THE GENAERL CODE OF ORDINANCES TO ESTABLISH OPEN BASEMENTS OR EXCAVATED AREAS A PUBLIC NUISANCE

**Set for Public Hearing 12-12-05**

**Page#71-72**

3. Consideration of: AN ORDINANCE TO MAKE THE VILLAGE'S FISCAL YEAR JULY 1<sup>ST</sup> TO JUNE 30<sup>TH</sup>

**Page#73**

4. Consideration of: Appointment of Jim Carson, WATS Representative to the Western Washtenaw Regional Coordination Transit Study Steering Committee

**Page#75-76**

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5. Consideration of: Recommendation from the Planning Commission to approve the Special Land Use Request for Katie's Restaurant

**Page#77-88**

6. Consideration of: AN ORDINANCE AMENDMENT TO THE GENERAL CODE OF ORDINANCES- PLANNING COMMISSION: CHAPTER 2, ARTICLE 4, DIVISION 2. SECTIONS: 2-137, 2-138, AND 2-140

**Page#89-93**

7. Consideration of: AN ORDINANCE AMENDMENT TO THE GENERAL CODE OF ORDINANCES-PARKS COMMISSION: CHAPTER 30, ARTICLE 2, SECTIONS: 30-31, 30-32, 30-33 AND 30.37

**Page#89-93**

**M. COUNCIL COMMENTS**

**N. NON-ARRANGED PARTICIPATION**

*Same as item F Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives*

**O. ADJOURNMENT:**

*"This meeting is open to all members of the public under Michigan Open Meetings Act"*

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DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, OCTOBER 24, 2005

AGENDA 11-14-05  
C-1

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order at 7:30 by President Seta in the Dexter Area Senior Center located at 7720 Dexter-Ann Arbor Street in Dexter, Michigan

**B. ROLL CALL:** President Seta

J. Carson      P. Cousins      S. Keough  
J. Semifero    I. Walters  
D. Fisher-absent

**C. APPROVAL OF THE MINUTES**

Minutes of the Regular council meeting of October 10, 2005.

Motion Keough, support Walters to approve the minutes of Regular Council meeting of October 10, 2005 as amended to include under L. NEW BUSINESS 2. "Original motion to postpone".

Ayes: Cousins, Keough, Semifero, Walters, Carson, Seta.

Nays: none

Motion carries

Work Session Minutes of October 10, 2005.

Motion Keough, support Semifero to approve the minutes of the work of October 10, 2005 as presented.

Ayes: Keough, Semifero, Walters, Carson, Cousins, Seta.

Nays: none

Motion carries

**D. PREARRANGED PARTICIPATION**

None

**E. APPROVAL OF THE AGENDA**

Motion Semifero, support Keough to approve the agenda as presented

Motion Semifero, support Carson to add items 6 , FISCAL YEAR CHANGE and 7 FINANCIAL ANALYST REQUIREMENTS FOR QUALIFICATION to the agenda under NEW BUSINESS.

Ayes: Walters,Carson,Cousins,Keough,Semifero,Seta.  
Nays: none  
Motion carries

Original motion

Ayes: Semifero,Walters,Carson,Cousins,Keough,Seta.  
Nays: None  
Motion carries

## **F. PUBLIC HEARINGS**

IFT Transfer request for All Season Gutters

Public hearing open at 7:32  
Public hearing closed at 7:34

Cliff Maschke speaks on behalf of All Seasons Gutter explaining the company and its products.

**ACTION ITEM:** Consideration of: RESOLUTION APPROVING THE TRANSFER OF AN EXISTING INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE # 2001-342 TO ALL SEASON GUTTERS, INC

Motion Carson, support Walters to approve the resolution transferring INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE 3 2001-342 TO ALL SEASON GUTTERS, INC.

Ayes: Carson,Cousins,Keough,Semifero,Walters,Seta  
Nays: None  
Motion carries

## **G. NON-ARRANGED PARTICIPATION:**

None

## **H. COMMUNICATIONS:**

- 1 Wireless Washtenaw Bulletin

## **I. REPORTS**

1. Treasurer/Finance Director- Marie Sherry
2. Community Development Manager-Allison Bishop
3. Board and Commission Reports

- a. Park Board-Toni Henkemeyer
- b. Tree Board- John Coy
- c. Walking communities- Paul Bishop
- d. WATS- Jim Carson
- e. DAFD-Joe Semifero

Chief Yates presented a summary of runs, 35% in Village

4. Subcommittee Reports

Facilities Committee Report- Shawn Keough  
Existing DPW building needs fix-up

5. Village Manager Report

Donna Dettling submits her report as per packet.

6. President's Report

- a. VM- REVIEW DOCUMENTS
- b. Village Manager evaluation form
- c. DDA meeting- market study regarding commercial space available
- d. Financial plan for DDA for the year and fiscal year change and takeover of DDA books.

**J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$169,419 39

Motion Semifero, support Carson to approve the consent agenda as presented.

Ayes: Cousins,Keough,Semifero,Walters,Carson,Seta

Nays: None

Motion carries

**K. OLD BUSINESS-Consideration and Discussion of:**

1. Discussion of: Request for annexation from Jim Haeussler of Peters Building Company- Update includes copies of requested documents from the last meeting and the decision matrix from Shawn Keough.

2. Consideration of: Request from Huron Commons Home Owners Association to place breakaway bollards at the Inverness entrance to the subdivision.

Motion Semifero, support Carson to approve the request from Huron Commons Home Owners Association to place breakaway bollards at the Inverness entrance to the subdivision, with the provision that the permission to place the bollards is revocable and that the Village can inspect the installation of the bollards.

Original Motion Amended – Motion Semifero, Support Carson to amend the motion to include review of the Huron Common Home Owner's Association bylaws regarding authority and easement considerations. Reasons cited for decision, the high level of "cut through" traffic and the safety of the Huron Commons residents

Ayes: Keough, Semifero, Walters, Carson, Seta.

Nays: cousins

Motion carries

**L. NEW BUSINESS-Consideration of and Discussion of:**

1. Consideration of: Recommendation from Planning Commission to approve the combined Site Plan for lot 39- Bishop Business Condominiums

Motion Semifero, support Walters to approve the recommendation from Planning Commission regarding the combined site plan for lot 39- Bishop Business Condominiums.

Ayes: Walters, Carson, Cousins, Keough, Semifero, Seta.

Nays: None

Motion carries

2. Consideration of: PROCLAMATION JENNIE RITTER DAY NOVEMBER 3, 2005  
IN THE VILLAGE OF DEXTER

Motion Cousins, support Walters to approve the JENNIE RITTER DAY proclamation as presented

Ayes: Carson, Cousins, Keough, Semifero, Walters, Seta.

Nays: None

Motion carries

3. Consideration of: Recommendation from President Seta to re-appoint Patricia Cousins as the Village's representative to the Library Board for the term ending 2009.

Motion Keough, support Carson to approve the recommendation from President Seta to re-appoint Patricia Cousins as the Village's representative to the Library Board for the term ending 2009

Ayes: Cousins, Keough, Walters, Carson, Seta.

Nays: Semifero

Motion carries

4. Consideration of: RESOLUTION FOR ADOPTING BENEFIT PROGRAM "E"  
INCREASE TO BE EFFECTIVE ON ADJUSTMENT DATE JANUARY 1, 2006

Motion Semifero, support Carson to postpone the discussion of adopting benefit program "E" for all of 2005.



Ayes: Semifero

Nays: Keough, Walters, Carson, Cousins, Seta.

Motion fails

Motion Carson, support Keough to approve the adoption of benefit program "E" increase to be effective on adjustment date January 1, 2006

Ayes: Semifero, Walters, Carson, Cousins, Keough, Seta.

Nays: None

Motion carries.

5. Consideration of: Recommendation to adopt proposed Budgets for Fund 303 and 402 for FY 2005/06

Motion Semifero, support Keough to approve the recommendation to adopt proposed budgets for Fund 303 and 402 for FY 2005/06.

Ayes: Walters, Carson, Cousins, Keough, Semifero, Seta.

Nays: None

Motion carries

6 Consideration of: Fiscal year change

Motion Semifero, support Walters to change the Village's fiscal year commencing with July 1, 2006 through June 30, 2007. This to support either a 16-month budget or a 4-month mini-budget followed by a 12-month budget as deemed appropriate.

Ayes: Carson, Cousins, Keough, Semifero, Walters, and Seta.

Nays: None

Motion carries.

7. Consideration of: Financial Analyst requirements for Qualification

Motion Cousins, support Semifero to complete the RFQ process for a qualified financial advisor to assist with several immediate and long-term objectives.

Ayes: Cousins, Keough, Semifero, Walters, Carson, Seta

Nays: None

Motion carries

**M. COUNCIL COMMENTS**

Semifero Open basements on next agenda

Walters Dexter Crossing pond project is moving forward

Boyle No

Carson Re: Scio Township Transport Bd not on board, just advised

Keough Budget goal, clean up asterisked fund items

Cousins Halloween concert on Sunday, 3:00 P A Center

Dedication of new piano  
agenda for November 15<sup>th</sup>, Gordon Hall, Village to contribute?

**N. NON-ARRANGED PARTICIPATION**

John Coy Regarding Carson's comments, need guidance for the tree board

**O. ADJOURNMENT**

Motion Semifero, support Keough to adjourn at 9:42  
Unanimous voice vote

Respectfully submitted,

David F. Boyle  
Clerk, Village of Dexter

Approved for Filing: \_\_\_\_\_

**WORK SESSION**  
**MONDAY, OCTOBER 24, 2005**  
**6:00 to 7:30 p.m.**

**AGENDA** 11.14.05  
**ITEM** C. 2

**THE VILLAGE OF DEXTER**  
**VILLAGE COUNCIL**

**Dexter Senior Center, 7720 Dexter Ann Arbor Road**

**2006/07 BUDGET PLANNING WORK SESSION**

Attendance: Council - Semifero, Cousins, Seta, Keough, Carson, Walters Staff: Dettling,  
Bishop, Hanifan

1. Establish Goals and Objectives for 2006/07
  - Further refine, add and remove objectives

Discussed the desire to change FY to July, or remove this from the list of objectives. Council decided to add this item to the regular agenda at tonight's meeting during approval of the agenda for consideration of changing the Fiscal Year to July 1<sup>st</sup>.

Discussed minutes from the last work session and time-line to send out an RFQ for a Financial Analyst. Concern brought up that Council had not authorized sending out RFQ's for services of a Financial Analyst. This item will also be added to the regular agenda at tonight's meeting.

Briefly discussed the intent of the budget planning work sessions, and confirmed the understanding that formal action is not taken at work sessions. Similar to last year, broad policy objectives are discussed and recorded on the "Goals and Objective 2006-2007" template. Policies can change from year to year and action to implement these objectives can appear on the agenda from time to time throughout the year. Many of the objectives will be discussed and implemented as the budget is being created. Others for example, the Farmer's Market from last year's objectives appeared on an agenda in July as a recommendation to develop a Farmer's Market Operating Plan.

Discussed Council's desire to continue the tax rate increases to keep the taxpayer net taxes the same each year. It was proposed that we might want to keep the Street Millage rate constant. The street millage rate could stay constant until it hits the headlee reduction requirement. I have attached an email from Marie that illustrates the reduction in street revenue starting with FY 2006/07.

The question was raised about linking the CIP document to the Goals and Objectives set by Council. It is understood that only Council has the authority to determine how dollars are allocated. When Council works on the budget and reviews the CIP items recommended by the PC, typically decisions to fund a particular CIP will support and help the Village achieve the budget objectives as established on the Goals and Objectives list. **A Goals and Objectives 2006/07 list is attached. Please review and let me know if this list accurately reflects our work session discussions.**

Council briefly discussed several important decisions that need to be made in 2005 early 2006. Below is a list of these decisions, along with alternatives for each. The alternatives listed are for discussion purposes only. This is not an exhaustive list; additional discussion with exclusion of or expansion of alternatives is necessary.

#### SPECIFIC POLICY DECISIONS THAT NEED TO BE MADE

1) Decide what to do with LDFA Capture from FY 2004/05 and FY 2005/06 approximately \$600,000 total General Fund and \$180,000 Streets Funds.

- Pay Down Rural Development Debt
- Place in CIP for projects in 2006/07
- Move to restricted Facility Improvement Account
- Use funds to remove Mill Creek Dam
- 

2) Decide what to do with LDFA Capture for upcoming FY 2006/07, approximately \$300,000 in GF and \$90,000 in Streets Funds

- Earmark \$200,000 GF dollars to offset RD Water and Sewer Debt payments. LDFA was redirecting \$291,000 to Village for debt payments.
- Earmark \$100,000 for GF Bond payment, IF the Village decides to Bond for facility improvements
- Reduce the tax millage rate
- 

3) Determine Water and Sewer Rates necessary to meet obligation with and without earmarked \$200,000 from GF, or various amounts of GF earmarked.

- FA would layout a plan to pay off RD Debt by 2021 using a proposed rate structure, tap fees (variable), and GF dollars allocated (variable) to Water and Sewer Funds.
- After 2021 Tap Fees would be used for Repair and Improvements of the Water and Sewer Systems
- After 2021 put GF dollars allocated for Water/Sewer debt back into GF
- Possibly reduce water and sewer rates after 2021
- 

4) Determine water and sewer immediate and long-term system improvements

- Water and Sewer Studies will provide options for short-term and long-term system improvement needs.
-

**Donna Dettling**

**From:** Marie Sherry [msherry@villageofdexter.org]  
**Sent:** Monday, October 17, 2005 3:56 PM  
**To:** 'Semifero, Joe (J.R.); Jim Seta@skf.com  
**Cc:** Donna Dettling (E-mail); jhanifan@villageofdexter.org  
**Subject:** RE: Mills

We have a 5-year model that we used to estimate things like tax revenue, health care expenditures, and the like. It is only as good as the assumptions that are being made, of course, but it has shown itself to be fairly accurate so far. When I was revising the model for use with budgeting the next fiscal year, I noticed that there could be a problem with our current tax policy that may negatively impact our streets revenue. That's what I was trying to convey, though I don't think I did a very good job of it.

I've attached an Excel spreadsheet that I have done for you based on a house with a \$100,000 TV in 2005, using that to set the streets millage while using the Model's assumptions for Operating millage, GO Bond millage, Headlee reductions, total taxable value increase and the CBO. As you can see on this spreadsheet, my suspicions were confirmed. It shows that if we continue the current policy, under the conditions used in the Model, we will see a decrease in millage rate and actual tax dollars collected for the streets fund from 2005 forward. The actual data may change from the assumptions as we move through the years, but this scenario is a real possibility.

If you have any questions, please let me know. I'd be happy to go over this with full Council at our next workshop. I apologize for not being better prepared at the last one.

Marie

PS - the Apportionment Report on the County's website for the past several years is incorrect for our SEV (the TV is ok). I have contacted Dick Steffans over there to see if it can be corrected. Since the Apportionment Report is apparently an internal report, and not required by the State, I am not holding my breath on it being corrected any time soon. Also, the TV that you used in your example below does not include IFT's, which were all in the LDFA prior to the 2005 tax year, but would be included in the total TV from 2005 forward. This is why it is difficult to compare 2005 with prior years as far as total revenue goes.

10/26/2005

**Estimated Tax Millage Rates & Revenue**  
**Based on a Zero Dollar Tax Increase to Homeowners**

**Tax Year 2005 (Fiscal Year 05/06)**

Actual Taxable Value:	190,212,667 00	Sample Home TV	100,000.00
		Sample Home Taxes	1,370.63
	Millage	Tax Dollars	
Actual Operating	10 0008	1,902,278 00	
Actual Streets	3.0055	581,099.00	
Actual GO Bond	0.7000	133,148.00	
Total	13.7063		

**Tax Year 2006 (Fiscal Year 06/07)**

Assumptions from the Model: CBO = 2.5%, Taxable Value increase (less additions/losses) = 3%  
Headlee Reduction fraction = 9947

Assumed Taxable Value:	197,994,374 00	Sample Home TV	103,000.00
		Sample Home Taxes	1,370.94
	Millage	Tax Dollars	
Assumed Operating	9.9478	1,969,608.00	
Assumed Streets	2.7951	553,414.00 ←	
Assumed GO Bond	0.5671	112,281 00	
	13.3100		

**Tax Year 2007 (Fiscal Year 07/08)**

Assumptions from the Model: CBO = 2.5%, Taxable Value increase (less additions/losses) = 3.5%  
Headlee Reduction fraction = 9898

Assumed Taxable Value:	214,321,252.00	Sample Home TV	106,605 00
		Sample Home Taxes	1,370 94
	Millage	Tax Dollars	
Assumed Operating	9.8466	2,110,335.00	
Assumed Streets	2.4702	529,416.00	
Assumed GO Bond	0.5432	116,419.00	
	12.8600		

**Tax Year 2008 (Fiscal Year 08/09)**

Assumptions from the Model: CBO = 2.2%, Taxable Value increase (less additions/losses) = 4.0%  
Headlee Reduction fraction = 9850

Assumed Taxable Value:	233,516,269 00	Sample Home TV	110,869 00
		Sample Home Taxes	1,370.34
	Millage	Tax Dollars	
Assumed Operating	9.6994	2,264,967 00	
Assumed Streets	2.1657	505,726.00	
Assumed GO Bond	0.4949	115,567.00	
	12.3600		

# **GOALS AND OBJECTIVES FROM 2006 – 2007**

## **Established during the 2005 Budget Planning Work Sessions**

### **GOAL - Maintain Financial Sustainability**

#### *Objectives:*

- 1) Change Fiscal Year to July 1<sup>st</sup>
  - Create a “mini” budget for March, April, May and June of 2006
  - Discuss how fund balance reserves will be used to fund a “mini” budget
  - Review timing changes for future budget and audit activities
- 2) Complete an independent Utility Rate Study
  - Discuss strategy for selecting a Financial Analyst
  - Evaluate Rural Development's Graduation Request
  - Bring formal resolution to the Dissolution of the LDFA
  - Develop policy guidelines for use of released LDFA capture
- 3) Generally maintain tax rate increases at the rate of inflation. Discussed keeping Street Millage constant each year until it hits the headlee reduction requirement.
- 4) Maintain a most competitive tax rate position in relation to other Southeast Michigan communities.
- 5) Have unappropriated reserve all funds of 15% of annual expenses.
- 6) Develop strategy for implementing opportunities for strengthening internal controls and operating efficiencies. Specifically, bring the DDA accounting of cash receipts and disbursements under the administration of the Village Treasurer.
  - Schedule at least (2) joint meetings between DDA and Council
- 7) Attract and maintain growth through an ongoing commitment to Economic Development.
- 8) Continue to explore other revenue streams to lower the percentage of property taxes, as part of the overall Municipal revenue.

## **GOAL - Ensure Good Stewardship of Municipal Infrastructure**

### **Objectives:**

- 1) Ensure the Main Street Bridge project is planned for with the best interests of Dexter
  - Continue to work with WCRC
  
- 2) Use Water/Sewer Study data and DEQ requirements to establish policy.
  - Possibly locate and develop the 5th Well Site to ensure adequate supply of water to meet the estimated daily demand at a quality that exceeds the Safe Drinking Water Guidelines
  - Determine priorities to protect and allocate any excess capacity water and sewer
  - Determine Capital Plan for removal of inflow and infiltration for Sewer System
  -
  
- 3) Complete the Facilities Master Plan in 2005.
  - Begin construction of DPW in Spring 2006
  - Planning Commission review of facility site plans
  - Research potential for expansion of Fire Hall
  - Research potential construction of Village Hall
  - Research fuel use and cost savings if fuel tank size is increased
  -
  
- 4) Develop a long-range plan to ensure sufficient budget for long-term infrastructure sustainability and facility maintenance.
  - Establish funding alternatives and implement best alternative
  
- 5) Develop a long-range plan for Mill Creek and possible redevelopment:
  - Continue to pursue grant funding for Mill Creek
  
- 6) Complete CIP's Budgeted for 2006/07, and identify long-term funds for future CIP's.



## **GOAL - Facilitate a High Quality of Life**

### *Objectives:*

1) In concert with the community, develop a comprehensive parks, recreation, arts and culture strategic plan to address, guide and prioritize our parks, recreation, arts and cultural needs in a cost-effective manner.

- Develop an Arts & Culture Commission to bring arts and culture to Dexter.

2) Continue to foster community spirit networking with community social service organizations.

- Support bus service
- 

## **GOAL – Engage the Community**

### *Objectives:*

3) Encourage, support and recognize community volunteers on an annual basis.

2) Develop standard Village of Dexter logo and colors to be used on all village printed materials, cable channel and website.

3) Provide open houses / community forums on major issues under consideration by Council.

- Establish Community ad-hoc committees to review major issues

4) Keep the public informed through the News, cable access channel, website, and issuing regular press releases.

- Take full advantage of the Adams billboard arrangement
- Continue Newsletters

5) Meet regularly with interest groups.

**GOAL - Develop & Maintain a First-Rate Work Force***Objectives:*

- 1) Develop and implement quarterly training for employee development.
- 2) Explore and evaluate technologies for consolidating communications infrastructure.
- 3) Develop safety programs to minimize and/or transfer risk.

**GOAL - Encourage Innovation & Excellence in Customer Service***Objectives:*

- 1) Continue to challenge the status quo through exploring alternative delivery of services or new facilities.
- 2) Provide annual customer service training to staff.
- 3) All customers will be treated in a friendly and respectful manner.
- 4) Customers will be directed to the appropriate staff person within two minutes.
- 5) Customers' concerns will be responded to within one business day.

**GOAL – Promote a Safe Community***Objectives:*

- 1) Create a long-term financially sustainable police services plan, maintain an adequate police / population ratio consistent with State averages.
  - Determine acceptable ratio for Dexter, i.e. State standard 1 officer per 1,000 population

**Donna Dettling**

**From:** Donna Dettling [ddettling@villageofdexter.org]  
**Sent:** Tuesday, October 25, 2005 4:41 PM  
**To:** 'Donna L. Fisher (E-mail)'; 'James Carson (E-mail)'; 'Jim Seta (E-mail)'; 'Joe Semifaro (E-mail)'; 'Marie Sherry (E-mail)'; 'Paul Cousins (E-mail)'; 'Shawn Keough (E-mail)'; 'Terry Walters (E-mail)'  
**Subject:** FW: July 1 FY

Hi All,

I posed the question to our Auditor about the 16 month audit, and her comments are below.

We will discuss this further during budget work sessions. I plan to submit budget worksheets for 2006/07 that include the 4 month data in one column and the new FY 06/07 data in another, then combine this data for a 16 month audit. This process will start in December.

A letter will be submitted to Cary Vaughn at Treasury to request a 16 month audit. However, the concerns about our qualifying statement and Act 51 reporting will need to be addressed before we would submit a 16 month audit.

I will provide the proposal from Post, Smyth, Lutz & Ziel for the 16 month vs 4 month 12 month audit charges as soon as I receive it

Donna Dettling  
Village Manager  
8140 Main Street  
Dexter, MI 48130  
Ph# 734-426-8303 X11  
Fax# 734-426-5614

-----Original Message-----

**From:** Rana Emmons [mailto:Rana@pslz.com]  
**Sent:** Tuesday, October 25, 2005 3:43 PM  
**To:** ddettling@villageofdexter.org  
**Subject:** RE: July 1 FY

Donna,

As you know, the 16 month audit is not the preferred route. We are going to have to back out that 4 month period for most everything including the Form F65 and the Act 51 reports, not to mention that we don't know if MDOT will accept the 16 month audit either. Marie's instincts are probably correct as well, regarding the qualifying statement.

Is it just the price of one 16 month vs 2 audits? David and I can discuss a proposal for the 4 month period and see if that's acceptable to Council

In the meantime, you will have to get written permission from Treasury to have a 16 month audit. You should address your letter stating the reasons why to Cary Vaughn, Local Audit Division, Michigan Dept of Treasury Treasury Building, 1st Floor, 430 W. Allegan, Lansing, MI 48901

I am happy to assist in any way I can. So please let me know.

Sincerely,

Rana M. Emmons, C.P.A.

10/25/2005

**From:** Donna Dettling [mailto:ddettling@villageofdexter.org]

**Sent:** Tuesday, October 25, 2005 3:07 PM

**To:** Rana Emmons

**Subject:** July 1 FY

Rana,

Council voted last night to change our Fiscal Year effective 7-1-06. I have attached a time line that shows: when we set the millage rate, when we adopt a budget, when we audit. The color coordination shows activity associated with months along the column on the left.

Here is my dilemma, Council wants to ask the State for permission to submit a 16 month audit, thinking that they will save money on audits. Can you provide, based on our current arrangement with your firm how you would approach pricing for services relating to the agreed upon 12 month audit charges, what a 16 month audit compared to a 4 month audit would look like. Marie is concerned that a 16 month audit will cause us problems with our qualifying statement and potential for bonding.

Council's motion last night set a priority to conduct a 16 month audit. Even if this is the route we go on the audit side, I would still budget 4 months, and 12 months separately then combine them for the 16 month audit. I explained to Council that I needed good data to include for our budget trends, and our 5-year model. As I explained 16 months of data would put our budget trends out of whack and totally corrupt our 5-year model data, as this data builds upon the prior year in both instances. Not sure how to get around Council's desire to have a 16 month audit, but we will figure something out.

<< FY change timeline xls >>

Donna Dettling

Village Manager

8140 Main Street

Dexter, MI 48130

Ph# 734-426-8303 X11

Fax# 734-426-5614



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

JAY B. RISING  
STATE TREASURER

April 29, 2004

RECEIVED  
MAY - 3 2004

VILLAGE OF CHELSEA

Mr. Michael J. Steklac, ICMA-CM  
Chelsea City Manager  
305 South Main Street, Suite 100  
Chelsea, Michigan 48118

Dear Mr. Steklac,

Thank you for your letter concerning the change in your fiscal year as well as questions regarding related budgeting requirements. Your proposal to audit the 16-month period ending June 30, 2005 is acceptable. With respect to the budgeting requirements of the new 16-month fiscal year, it is assumed that you currently have a 12-month budget in place for the year ending February 28, 2005. With this in mind, the following references are appropriate:

MCL 141.438--Sec. 18 (3) requires that an administrative officer of the local unit shall not incur expenditures against an appropriation account in excess of the amount appropriated by the legislative body . . .

141.439 Sec. 19 (1) A member of the legislative body, the chief administrative officer, an administrative officer, or an employee of a local unit shall not authorize or participate in the expenditure of funds except as authorized by a general appropriations act. An expenditure shall not be incurred except in pursuance of the authority and appropriations of the legislative body of the local unit

We recommend that the existing budget be amended for the new fiscal year that ends June 30, 2005 and the appropriate public hearing held prior to the amendment of the budget.

If I can assist you further, please feel free to contact me at 517-373-3227.

Sincerely,

Suzanne Schafer, Administrator  
Local Audit and Finance Division



## FACSIMILE TRANSMITTAL SHEET

TO:	FROM:
Donna Dettling, Village Manager	Michael J. Steklac, City Manager
COMPANY:	DATE:
Village of Dexter	10/25/2005
FAX NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER:
426-5614	2
PHONE NUMBER:	RE:
426-8303	Treasury Letter

☐ URGENT ☒ FOR REVIEW ☐ PLEASE COMMENT ☐ PLEASE REPLY

## NOTES/COMMENTS:

Donna,

I heard that Dexter voted to go to a July 1 fiscal year. Here is a copy of the letter we received from the Michigan Department of Treasury in response to the City of Chelsea's request for a 16-month budget and 16-month audit.

Let me know if you need anything else.

305 SOUTH MAIN STREET • SUITE 100  
CHELSEA • MICHIGAN • 48118-1556  
OFFICE (734) 475-1771 • FAX (734) 475-8655

# Memo

**To:** Donna  
**From:** Marie  
**CC:**  
**Date:** 11/3/2005  
**Re:** Changing the Fiscal Year

---

Donna –

Following is what I found from making calls to the state today:

**Local Audit Division:** I spoke with Ernest. He told me that most of the communities that have changed their fiscal year have been cities, or in the case of Chelsea a village becoming a city. He suggested running MCL 69.7a through an attorney just to make sure we can do this. I've a call out to MML.

Ernest told me that, assuming it is allowed under MCL 69.7a, that what we would do is extend our current budget out by four months. He believed that we would have to follow the same procedures as when we adopt a twelve month budget, ie hold a public hearing on the amendments. Then we would submit an audit that covered 16 months. However, the F-65 would have to be prepared for only 12 months, and those months would be from July 1, 2005 to June 30, 2006. Essentially, the data from March-June would be "lost", as far as the S-65 was concerned

**Qualifying Statement:** For the qualifying statement questions, I spoke with April. She said that changing the fiscal year would not impact the Qualifying Statement submission requirements, since they are tied to when the audit was due. If we extended our current fiscal year to June 30, 2006, then our Qualifying Statement form would not be due to them until December 31, 2006. The current qualified status would be extended through to the new submission date

**PA 51/Transportation:** I spoke with Eddie Trice at Transportation. He said that we would simply submit the Act 51 report for the 16 month period, as long as it matches the Audit. We would have to copy him on the ordinance so that he doesn't withhold funds for our report being "late" next year.

# VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

[ddettling@villageofdexter.org](mailto:ddettling@villageofdexter.org)

Phone (734)426-8303

Fax (734)426-6614

## MEMO

**To: President Seta and Council**  
**From: Donna Dettling, Village Manager**  
**Date: November 14, 2005**  
**Re: False Alarm for Breaking and Entering Fee Ordinance**

MEMO

F-1

As follow-up to the False Alarm for B&E Fee Ordinance, all those listed on the 2004 False Alarm list were sent a letter and a copy of the Ordinance; thirty letters were mailed on November 2, 2005. I have not received written comments, however I did hear from the Dexter Community School about this Ordinance. Don Price, DCS Facility Manager plans to attend the public hearing.

I also contacted Scio Township to discuss the process they are using for fee collection and find out how effective they felt this Ordinance is in reducing False Alarms. Scio Township implemented this Ordinance in 2004.

Melinda at Scio Township, does a monthly billing to collect the fees, she must track from month to month during a twelve-month period the frequency per location. The Sheriff Department provides the false alarm data on a monthly basis. Melinda had not calculated a total billed amount for these fees; however, she felt that the number of false alarms had gone down noticeably since the introduction of the Ordinance.

**For implementation purposes, I would like to recommend that we make the Ordinance effective January 1, 2006. I would also like to suggest that a grace period be observed during the first quarter of 2006, the months of January, February, and March. Tracking and notification would be implemented January 1, 2006, but fees would not be collected until April 2006.**

Let me know if you have any questions or concerns.

Thanks,



NOTICE OF PUBLIC HEARING  
DEXTER VILLAGE COUNCIL

The Dexter Village Council will hold a public hearing **Monday, November 14, 2005** at 7:30 p.m. at the Dexter Senior Center, 7720 Dexter-Ann Arbor Road, Dexter, Michigan. The purpose of the hearing is to receive public comment regarding a Breaking & Entering Alarm Fee Ordinance

This is an Ordinance to protect the public health, safety and general welfare by the adoption of regulations concerning the cost of responding to false alarms and to discourage the continuation of repeat false alarms. The purpose of the Ordinance is to defray the cost of responding to false alarms and to discourage repeat false alarms. The Ordinance also establishes a schedule of fees as set annually by Resolution

The Ordinance is on file and available for review at the Village Office, 8123 Main Street, 2<sup>nd</sup> Floor of the National City Bank Building, Dexter, Michigan, weekdays between 9:00 a.m. and 5:00 p.m.

Donna Dettling  
Village Manager

Publish: October 27, 2005

**Breaking & Entering False  
Alarm Fee Ordinance  
VILLAGE OF DEXTER  
ORDINANCE NO. 2005-**

An Ordinance to protect the public health, safety and general welfare by the adoption of regulations concerning the cost of responding to false alarms and to discourage the continuation of repeat false alarms.

**THE VILLAGE OF DEXTER ORDAINS:**

**SECTION 1    Title**

This Ordinance shall be known and may be cited as the Village of Dexter False Alarm Ordinance

**SECTION 2    Purpose and Preamble**

The Village is empowered to act by Act 246 of the Public Acts of 1945, as amended (now MCL 41.181), and by Act 33 of the Public Acts of 1951, as amended (now known as MCL 41.806a), to adopt Ordinances regulating the public health, safety, and general welfare of persons and property, including but not limited to regulations concerning the cost of responding to false alarms and to discourage the continuation of repeat false alarms, and to provide fees for responses to false alarms.

The purpose of this ordinance is to defray the cost of responding to false alarms and to discourage the continuation of repeat false alarms.

**SECTION 3    Definitions**

As used in this ordinance, the terms below shall be defined as follows:

*Alarmed premises* means any building, property, or premises equipped with an alarm system.

*Alarm system* means an assembly of equipment and devices arranged to signal the presence of a hazard requiring urgent attention by the police department or fire department.

*False alarm* means a bell, mechanical, electrical, or telephone apparatus, or combination thereof, which is activated for the purpose of summoning the police department or fire department to respond to a holdup, break-in, burglary, unauthorized entry, destruction of property, fire alarm, smoke alarm, or flow alarm, or other similar such event requiring police department or fire department response, when in fact the service called for is not needed.

**SECTION 4    Regulations**

The owner and lessee of any alarmed premises shall be jointly and severally responsible to pay the Village fees for each occasion on which the Village Police Department (or other agency with whom the Village contracts for police services, including the Washtenaw County Sheriff's Department). The Village Council shall establish an annual schedule of fees for such false alarm responses.

The police department shall report, monthly, a list of false alarms, identifying the alarmed premises and the responsible owners and lessees. The Village Treasurer shall bill each responsible owner and lessee for the amounts due in accordance with the established schedule of fees. All amounts billed by the Village Treasurer under this ordinance shall be due within 30 days after each billing. The Village Treasurer is authorized to prosecute collection procedures for any overdue amounts.

## SECTION 5 Appeals

- (a) *Appeal.* Any owner or lessee of an alarmed premises may appeal the assessment of a false alarm fee to the Village Council. Such appeal shall be in writing, shall be filed with the Village Clerk within ten (10) days after written notification of the assessment by the Village Treasurer, and shall state adequate, verifiable facts showing that the false alarm occurred under circumstances that could not be reasonably anticipated or controlled by the owner or lessee of the alarmed premises. The Village Council shall render a decision on the appeal within forty-five (45) days following the receipt the written appeal, and shall notify the appellant and the Village Treasurer of the decision in writing.
- (b) *Exceptions.* The following circumstances shall not constitute a false alarm, and no fee under this section shall be assessed:
  - (1) Alarm conditions activated by a person working on the alarm system with prior notification to the Village Police Department.
  - (2) Alarms activated by damage to public utility lines, when the affected public utility corroborates that the damage to such lines caused the alarm.

## SECTION 6 Saving Clause

The provisions of this Ordinance are hereby declared to be severable, and if any clause, sentence, word, section, or provision is declared void or unenforceable for any reasons by any court of competent jurisdiction, such declaration shall not affect any portion of the Ordinance other than said part or portion thereof.

**SECTION 7**   **Repeal**

All Ordinances in conflict with this Ordinance are hereby repealed.

## SECTION 8 Effective Date

This Ordinance shall become effective thirty days (30) after publication in a newspaper in general circulation within Village of Dexter.

**Jim Seta, Village President**

David F. Boyle, Village Clerk

STATE OF MICHIGAN )  
 ) ss

COUNTY OF WASHTENAW)

I, the undersigned, the duly qualified and acting Clerk of the Village of Dexter, Washtenaw County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of an ordinance adopted at a regular meeting of the Village Council on the \_\_\_\_ day of \_\_\_\_\_, 2005, and that such Ordinance was duly published in the Dexter Leader on the \_\_\_\_ day of \_\_\_\_\_, 2005.

David F. Boyle, Village Clerk

## RESOLUTION TO ESTABLISH FALSE ALARM SERVICE CHARGES

WHEREAS, the Village recognizes that substantial Village police protection resources are consumed each year by police responses to false alarms; and

WHEREAS, the Village seeks to make the users of such alarm systems more responsible for its proper use and installation and to recover the Village's costs in needlessly responding to such false alarms; and

WHEREAS, the Village has adopted **Ordinance 2005-** , being the Dexter Village False Alarm Ordinance; NOW, THEREFORE,

On the motion of Member \_\_\_\_\_, support by Member \_\_\_\_\_, the following resolution was proposed:

BE IT RESOLVED, that the fees provided for in Section 4 of said Dexter Village False Alarm Ordinance be established as follows:

- |    |   |           |
|----|---|-----------|
| 1. | First false alarm requiring response by the police department in a calendar year    | no charge |
| 2. | Second false alarm requiring response by the police department in a calendar year   | \$50      |
|    | if not paid within thirty (30) days   | \$60      |
| 3. | Third false alarm requiring response by the police department in a calendar year    | \$100     |
|    | if not paid within thirty (30) days   | \$120     |
| 4. | Fourth false alarm requiring response by the police department in a calendar year   | \$200     |
|    | if not paid within thirty (30) days   | \$240     |
| 5. | For each additional thirty (30) day period or part thereof, an additional charge of | \$5       |

The following members voted yes:

The following members voted no:

The resolution declared adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2005.

\_\_\_\_\_  
David F. Boyle Village Clerk



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



DANIEL J. MINZEY  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriff@ewashtenaw.org](mailto:sheriff@ewashtenaw.org)  
HERBERT F. MAHONY  
UNDERSHERIFF

## MEMO

TO: Donna Dettling, Village Manager

FROM: Brian Filipiak *BBP*

DATE: November 1, 2005

RE: False B&E Alarms

Attached is the False B&E Alarms report for the Village of Dexter. The alarms are from January 2005 through October 2005

## Dexter Village

### B&E Alarms by Address Jan to Oct 2005

Date	Time	Day	Street Address	Location Name
09/18/2005	23:04:06	Sunday	2103 W BISHOP CI	Dexter Distribution Center
07/12/2005	0:48:56	Tuesday	2103 W BISHOP CI	Dexter Distribution Center
07/06/2005	23:16:16	Wednesday	2103 W BISHOP CI	Dexter Distribution Center
07/05/2005	12:20:13	Tuesday	2103 W BISHOP CI	Dexter Distribution Center
07/02/2005	15:21:41	Saturday	2103 W BISHOP CI	Dexter Distribution Center
06/19/2005	15:13:33	Sunday	2103 W BISHOP CI	Dexter Distribution Center
06/18/2005	16:06:56	Saturday	2103 W BISHOP CI	Dexter Distribution Center
05/22/2005	17:17:03	Sunday	2103 W BISHOP CI	Dexter Distribution Center
04/23/2005	03:54:20	Saturday	2103 W BISHOP CI	Dexter Distribution Center
03/06/2005	19:39:59	Sunday	2103 W BISHOP CI	Dexter Distribution Center
01/02/2005	19:02:49	Sunday	2103 W BISHOP CI	Dexter Distribution Center
02/23/2005	23:30:02	Wednesday	2200 N PARKER	Dexter High School
01/15/2005	04:47:59	Saturday	2200 N PARKER	Dexter High School
07/24/2005	14:25:22	Sunday	2434 E BISHOP CI	Berry & Associates
07/20/2005	21:28:24	Wednesday	2500 E BISHOP CI	DAPCO Industries
01/23/2005	09:43:54	Sunday	2500 E BISHOP CI	DAPCO Industries
08/19/2005	02:52:45	Friday	2615 BAKER RD	Creekside School
08/11/2005	04:30:58	Thursday	2615 BAKER RD	Creekside School
08/01/2005	02:33:24	Monday	2615 BAKER RD	Creekside School
07/22/2005	17:10:28	Friday	2615 BAKER RD	Creekside School
08/29/2005	03:23:01	Monday	2704 BAKER RD	Bates Elementary School
05/14/2005	11:59:18	Saturday	2704 BAKER RD	Bates Elementary School
04/16/2005	10:49:47	Saturday	2810 BAKER RD S 100	Colorbok
01/23/2005	04:08:10	Sunday	2830 BAKER RD	Katie's
01/09/2005	11:05:19	Sunday	2830 BAKER RD	Katie's
03/30/2005	12:35:15	Wednesday	2846 BAKER RD	Village Hair Design
05/25/2005	08:57:04	Wednesday	2846 BAKER RD	Village Hair Design
06/09/2005	23:37:01	Thursday	2902 BAKER RD	Parts Peddler
04/03/2005	09:45:17	Sunday	3045 BAKER RD S 1	Dexter Family Eye
09/16/2005	23:55:12	Friday	3060 KENSINGTON ST	Wylie School
07/31/2005	23:52:14	Sunday	3060 KENSINGTON ST	Wylie School
06/11/2005	04:16:04	Saturday	3060 KENSINGTON ST	Wylie School
06/04/2005	03:42:47	Saturday	3060 KENSINGTON ST	Wylie School
04/16/2005	19:07:33	Saturday	3060 KENSINGTON ST	Wylie School
03/03/2005	20:54:18	Thursday	3060 KENSINGTON ST	Wylie School
02/15/2005	01:44:31	Tuesday	3060 KENSINGTON ST	Wylie School
02/12/2005	02:25:55	Saturday	3060 KENSINGTON ST	Wylie School
02/07/2005	01:45:25	Monday	3060 KENSINGTON ST	Wylie School
01/15/2005	06:51:32	Saturday	3060 KENSINGTON ST	Wylie School
01/26/2005	18:22:35	Wednesday	3140 BAKER RD	Post Office
07/23/2005	0:42:43	Saturday	3140 BAKER RD	Post Office
06/07/2005	15:43:35	Tuesday	3572 WILSON CT	Private Residence
03/14/2005	16:22:01	Monday	3582 RYAN DR	Private Residence
09/16/2005	22:27:12	Friday	3707 RYAN DR	Private Residence
08/20/2005	13:33:44	Saturday	6991 WILSON DR	Private Residence
01/28/2005	01:29:17	Friday	7001 DEXTER ANN ARBOR	Country Market

08/13/2005	09:13:40	Saturday	7007 DEXTER ANN ARBOR	Hallmark Store
05/20/2005	14:33:40	Friday	7011 ULRICH	Private Residence
05/19/2005	08:43:53	Thursday	7039 DEXTER ANN ARBOR	Dexter Pharmacy
05/11/2005	22:15:09	Wednesday	7039 DEXTER ANN ARBOR	Dexter Pharmacy
06/29/2005	21:56:32	Wednesday	7049 DEXTER ANN ARBOR	Argiero's Pizza
06/27/2005	01:14:13	Monday	7049 DEXTER ANN ARBOR	Argiero's Pizza
04/24/2005	13:32:48	Sunday	7049 DEXTER ANN ARBOR	Argiero's Pizza
02/19/2005	23:30:56	Saturday	7065 DEXTER ANN ARBOR	Foggy Bottom Coffee
08/22/2005	17:21:32	Monday	7101 DEXTER ANN ARBOR	Chelsea State Bank
08/20/2005	19:35:22	Saturday	7101 DEXTER ANN ARBOR	Chelsea State Bank
08/20/2005	17:44:09	Saturday	7101 DEXTER ANN ARBOR	Chelsea State Bank
05/26/2005	19:18:03	Thursday	7101 DEXTER ANN ARBOR	Chelsea State Bank
01/02/2005	07:39:35	Sunday	7177 DEXTER ANN ARBOR	Dexter Mobile Station
09/16/2005	02:13:05	Friday	7222 W HURON RIVER DR	Industrial Techtonics
08/16/2005	02:15:59	Tuesday	7222 W HURON RIVER DR	Industrial Techtonics
07/16/2005	02:13:48	Saturday	7222 W HURON RIVER DR	Industrial Techtonics
06/19/2005	11:07:19	Sunday	7222 W HURON RIVER DR	Industrial Techtonics
06/17/2005	17:23:30	Friday	7222 W HURON RIVER DR	Industrial Techtonics
06/16/2005	02:14:27	Thursday	7222 W HURON RIVER DR	Industrial Techtonics
06/15/2005	18:47:20	Wednesday	7222 W HURON RIVER DR	Industrial Techtonics
04/27/2005	12:45:25	Wednesday	7222 W HURON RIVER DR	Industrial Techtonics
02/28/2005	19:07:32	Monday	7222 W HURON RIVER DR	Industrial Techtonics
08/31/2005	17:59:48	Wednesday	7234 ULRICH	Private Residence
05/20/2005	14:16:19	Friday	7430 LAKE	Private Residence
05/19/2005	02:27:59	Thursday	7480 DAN HOEY	Cornerstone Elementary
05/01/2005	05:28:30	Sunday	7480 DAN HOEY	Cornerstone Elementary
03/16/2005	01:42:23	Wednesday	7480 DAN HOEY	Cornerstone Elementary
03/12/2005	01:44:50	Saturday	7480 DAN HOEY	Cornerstone Elementary
02/18/2005	0:02:25	Friday	7480 DAN HOEY	Cornerstone Elementary
07/07/2005	03:12:55	Thursday	7714 ANN ARBOR ST	Copeland
06/25/2005	10:46:40	Saturday	7850 SECOND ST	Adair Printing
06/05/2005	19:38:04	Sunday	7850 SECOND ST	Adair Printing
01/03/2005	20:11:59	Monday	7900 SECOND ST	Level 3
08/21/2005	08:45:07	Sunday	7931 GRAND ST	Martinera
08/02/2005	21:45:28	Tuesday	7931 GRAND ST	Martinera
06/03/2005	19:18:04	Friday	7931 GRAND ST	Martinera
02/23/2005	15:38:09	Wednesday	7931 GRAND ST	Martinera
01/21/2005	16:07:36	Friday	7931 GRAND ST	Martinera
01/13/2005	01:10:05	Thursday	7931 GRAND ST	Martinera
08/24/2005	08:41:33	Wednesday	7940 ANN ARBOR ST	Private Residence
03/17/2005	09:09:48	Thursday	7950 FIFTH ST	Private Residence
08/14/2005	09:46:39	Sunday	7980 ANN ARBOR ST	Law Office
07/19/2005	07:39:54	Tuesday	8060 MAIN	Huron Camera
06/18/2005	16:38:17	Saturday	8070 MAIN	Pro Comm of Michigan
08/04/2005	07:36:34	Thursday	8081 MAIN	TCF Bank
07/28/2005	19:34:12	Thursday	8081 MAIN	TCF Bank
09/11/2005	10:19:02	Sunday	8114 MAIN	Dexter's Pub
05/22/2005	10:18:57	Sunday	8114 MAIN	Dexter's Pub
05/22/2005	10:00:22	Sunday	8114 MAIN	Dexter's Pub
08/12/2005	18:17:35	Friday	8123 MAIN	National City Bank
05/09/2005	19:16:11	Monday	8124 MAIN	Lighthouse Restaurant
06/10/2005	12:29:44	Friday	8206 WEBSTER DR	Private Residence

03/30/2005	14:05:40	Wednesday	8206 WEBSTER DR	Private Residence
07/21/2005	07:59:27	Thursday	8236 BRIDGEWAY DR	Private Residence
04/05/2005	03:20:19	Tuesday	8364 PARKRIDGE DR	Private Residence



AGENDA 11.14.05

DTE Energy  
ITEM



H-1,2

October 31, 2005

Ms. Donna Eureste  
Dexter Village  
8140 Main Street  
Dexter, MI 48130

Dear Ms. Eureste,

Subject: Michigan Residents to Experience Higher Winter Heating Bills

As a leader in your community, we want to make you aware of the potential hardship that residents and businesses may experience when they receive their heating bills this coming winter. MichCon customers, like natural gas users across the country, have been caught in a pinch between high demand and flat or declining natural gas production. Here are the facts:

- Wholesale natural gas prices have risen from \$2 per unit in the 1990s to more than \$12.00 today, mainly because underground reserves that have produced natural gas for years are declining. Many areas with proven natural gas reserves are off limits to gas production.
- The sweltering heat wave this past summer increased the demand for natural gas fired generation in order to meet larger than anticipated air conditioning demand.
- Hurricanes Katrina and Rita aggravated the gas supply situation by disrupting natural gas production in the Gulf of Mexico.
- As a result, a typical residential customer's total winter MichCon bill will increase 40 to 70 percent compared to last winter, depending on the weather, market prices, the condition of their home and heating system and their personal living habits.
- Most of the recent increases in customer bills are attributable to the price of gas itself, which appears as the Gas Cost Recovery (GCR) item and is the largest component of the gas bill. MichCon's GCR factor is passed on to customers without any markup or profit to MichCon.
- The best way to reduce prices is to increase supply. Recent passage of the national Energy Policy Act will help ease supply constraints in the future, but relief in the form of lower prices is years away.

#### **What's MichCon Doing to Help?**

- MichCon purchases and stores large quantities of natural gas in the summer. This enables us to take advantage of seasonal pricing, when possible, and acquire gas when demand is lower.
- We encourage our customers to enroll in our BudgetWise® billing plan, which allows qualifying customers to spread gas payments equally over the entire year. MichCon will contact low-income customers to encourage them to apply for energy assistance. However, these funds are very limited.

**DTE Energy**



### **What Can You Do to Help?**

- Contact your state representative and urge them to support passage of Senate Bill 334, which will establish a state-wide fund for low-income customers to help them pay their utility bills.
- Support production of natural gas from proven reserves throughout the United States.
- Encourage low-income residents in your city to call our customer service department (800 477.4747) to apply for any available assistance.
- Encourage your residents to use energy wisely and practice energy conservation. Tips can be found on the DTE Energy Web site at [my.dteenergy.com](http://my.dteenergy.com).

If you have any questions, please don't hesitate to contact me at 734-332-3180 .

Sincerely,

A handwritten signature in dark ink, appearing to read "Paul M. Gandy". The script is cursive and somewhat stylized, with the first letters of each word being capitalized and prominent.

Regional Manager

A RESOLUTION CONGRATULATING JENNIE RITTER ON HER ACCOMPLISHMENTS AND  
COMMITMENT TO THE WASHTENAW COUNTY COMMUNITY

WASHTENAW COUNTY BOARD OF COMMISSIONERS

November 2, 2005

WHEREAS, Jennie Ritter is a 2002 graduate of Dexter high School; and

WHEREAS, Jennie is a University of Michigan junior, who led the University of Michigan softball team to its outstanding 2005 season with an overall record of sixty-five wins and only seven losses; and

WHEREAS, Jennie led the University of Michigan softball team to the 2005 NCAA Women's College World Series championship from June 6, 2005 through June 8, 2005 at the Hall of Fame Stadium in Oklahoma City, Oklahoma; and

WHEREAS, the University of Michigan softball team prevailed over the University of California-Los Angeles in a riveting extra-inning finish; and

WHEREAS, Jennie's team spirit, leadership and dedication to her community serves as the role model for others; and

WHEREAS, Jennie's outstanding conduct and achievement are being recognized as her community proclaims November 3<sup>rd</sup> as "Jennie Ritter Day"; and

WHEREAS, the Washtenaw County Board of Commissioners recognizes individuals for their efforts and contributions to the community and the citizens of Washtenaw County in making our community a better place to live;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby congratulates Jennie Ritter on her accomplishments and commitment to the Washtenaw County community and extends its best wishes to her in her future endeavors

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Kern	X			Sizemore	X		
Brackenburg	X			Quimet	X			Smith	X		
Gunn	X			Peterson	X			Solowczuk	X		
Irwin	X			Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

11 0 0

STATE OF MICHIGAN )

COUNTY OF WASHTENAW)<sup>ss</sup>

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor Michigan on November 2<sup>nd</sup> 2005 as it appears of record in my office

In Testimony Whereof I have hereunto set my hand and affixed the seal of said Court at Ann Arbor this 3<sup>rd</sup> day of November 2005

LAWRENCE KESTENBAUM, Clerk/Register

BY: Stephen Kusch Deputy Clerk



Res. No. 05-0197

**VILLAGE OF DEXTER – Community Development Office**

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

**Memorandum**

To: Village Council  
Donna Dettling  
From: Allison Bishop  
Re: REPORT  
Date: November 14, 2005

**Planning Commission Decisions-**

**Capital Improvements Plan** – The Planning Commission has moved to set a public hearing for December 5<sup>th</sup> to allow the public an opportunity to comment on the 2006-2012 CIP.

**Katie's Restaurant** – The Planning Commission recommended approval of the special land use request and the final site plan. The final site plan will not be before the Village Council until a number of issues have been addressed, however the plan is available in the village offices for anyone interested in looking at the plan. The special land use request will be before the Village Council on 11-14-05. The Planning Commission also granted two (2) waivers. The waivers were for landscaping buffer requirements at the rear/east side of the site and for the tree replacement standards for non-native or trees in poor condition. The following information provides additional background on the waivers and the DRAFT motions.

**WAIVER REQUEST #1**

Per Section 6.13, Waiver or modification of standards for specific situations. The applicant has requested that the EAST buffer requirement be waived. The EAST buffer requirement would require that the applicant install a fence or a berm.

Per Section 6.13, the Planning Commission may determine existing landscaping or screening intended to be preserved, or different landscape design, would provide all or part of the required landscaping and screening. In making such a determination to waive or reduce the landscaping and screening requirements the following may be considered:

- A. Extent that existing natural vegetation provides desired screening.
- B. A steep change in topography, which would limit the benefits of, required landscaping.
- C. The presence of existing wetlands.
- D. Existing and proposed building placement
- E. The abutting or adjacent land is developed or planned by the Village for a use other than residential.
- F. Building heights and views
- G. The adjacent residential district is over 200 feet away from the subject site.
- H. Similar conditions to the above exist such that no good purpose would be served by providing the landscaping or screening required.

Based on the applicant's site plan, landscape plan and existing topography, the Planning Commission should determined that the waiver should be granted. Granting of the waiver means that the applicant does not have to install a 6' fence or a 3' berm. The Planning Commission made this determination based on information provided by the applicant, the existing topography at the rear of the site and the possible drainage restrictions that may be caused of a berm is installed.

## **WAIVER REQUEST #2**

Per Section 6 14E, Replacement Standards, the applicant has requested a waiver from the replacement standards for trees over 8" in diameter. The replacement standards state that all trees over 8" shall be replaced, however the Planning Commission can waive the standard for low quality and non native species such as box elders, elms, poplars, willows and cottonwoods.

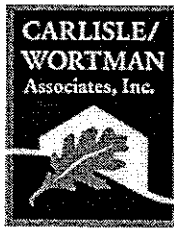
Based on the above criteria and the consultant's review, it was recommended that the waiver be granted for four (4) low quality, non-native trees, including the willows and the poplar, however the remaining five (5) pines should be replaced as required.

**Shipman Addition** – A site plan for a new building on an existing site, 7200 Huron River Dr., had been submitted for the December Planning Commission meeting. The building is approximately 10,000 sf.

**Lions Brick Program** – Included is an order form for the Monument Park brick program. The information was recently given to the Village Offices due to a resident request.

**Conditional Rezoning** – Included is information presented to the Planning Commission by the Village Planning Consultant. The information was provided due to recent legislation and the possibility of adopting another "tool" for planning within the Village.

**Tree Grants** – As a follow-up to an inquiry I have provided the grant agreements that the Village has with the state. The grant programs are through the Community Forestry Program (thru 9/1/06) and the Emerald Ash Borer Program (thru 5/31/06).



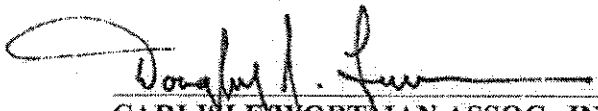
*Community Planners Landscape Architects*  
605 S. Main, Suite 1 Ann Arbor, MI 48104 734-662-2200 fax 734-662-1935  
6401 Citation Dr., Suite E Clarkston, MI 48346 248-625-8480 fax 248-625-8455

**MEMORANDUM**

**TO:** Village of Dexter Planning Commission  
**FROM:** Douglas J. Lewan, Community Planner  
**DATE:** November 2, 2005  
**RE:** Conditional Rezoning

Effective January 2005, a new law went into effect which allows "conditional rezoning." Municipalities can now accept voluntarily offered conditions to a rezoning of land. This is very different than the "old-way" of doing things where all uses permitted by right had to be considered during a rezoning. A developer or property owner may voluntarily impose conditions on a subject rezoning that then become binding on the property.

For discussion I have enclosed a copy of the law as it pertains to Villages, as well as an amendment to the Village Zoning Ordinance that would permit conditional rezoning of land. We should look at this amendment as another "tool" in the toolbox of land use regulations that the Village has at its disposal. I look forward to discussing this possible ordinance amendment with you on Monday night.

  
CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, PCP  
Principal

cc: file

Act No. 579  
Public Acts of 2004  
Approved by the Governor  
December 30, 2004  
Filed with the Secretary of State  
January 4, 2005  
EFFECTIVE DATE: January 4, 2005

**STATE OF MICHIGAN  
92ND LEGISLATURE  
REGULAR SESSION OF 2004**

Introduced by Reps. Ward, Amos, Minore and Taub

# **ENROLLED HOUSE BILL No. 6164**

AN ACT to amend 1921 PA 207, entitled "An act to provide for the establishment in cities and villages of districts or zones within which the use of land and structures and the height, area, size, and location of buildings may be regulated by ordinance, and for which districts regulations shall be established for the light and ventilation of those buildings, and for which districts or zones the density of population may be regulated by ordinance; to designate the use of certain state licensed residential facilities; to provide by ordinance for the acquisition by purchase, condemnation, or otherwise of private property that does not conform to the regulations and restrictions of the various zones or districts provided; to provide for the administering of this act; to provide for amendments, supplements, or changes in zoning ordinances, zones, or districts; to provide for conflict with the state housing code or other acts, ordinances, or regulations; to provide sanctions for the violation of this act; to authorize the purchase of development rights; to authorize the issuance of bonds and notes; and to provide for special assessments," (MCL 125.581 to 125.600) by adding section 4g.

*The People of the State of Michigan enact:*

Sec. 4g. (1) An owner of land may voluntarily offer in writing, and the city or village may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map

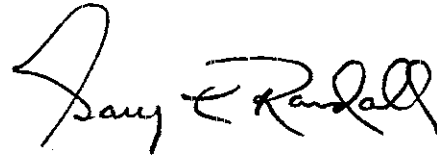
(2) In approving the conditions under subsection (1), the city or village may establish a time period during which the conditions apply to the land. Except for an extension under subsection (4), if the conditions are not satisfied within the time specified under this subsection, the land shall revert to its former zoning classification.

(3) The city or village shall not add to or alter the conditions approved under subsection (1) during the time period specified under subsection (2).

(4) The time period specified under subsection (2) may be extended upon the application of the landowner and approval of the city or village.

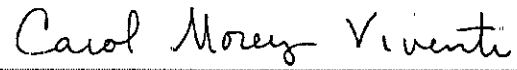
(5) A city or village shall not require a landowner to offer conditions as a requirement for rezoning. The lack of an offer under subsection (1) shall not otherwise affect a landowner's rights under this act, the ordinances of the city or village, or any other laws of this state.

This act is ordered to take immediate effect.



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Clerk of the House of Representatives



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Secretary of the Senate

Approved \_\_\_\_\_

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Governor



## **Article XXIII**

### **ORDINANCE AMENDMENTS**

#### **Section 23.01 INITIATION OF AMENDMENTS**

The Village Council may, from time to time, amend, modify, supplement or revise the zoning district boundaries shown on the Official Zoning Map or the provisions of this Ordinance. Amendments to the provisions of this Ordinance may be initiated by the Village Council the Planning Commission, the Board of Zoning Appeals, the Zoning Administrator or by petition of one or more residents or land owners. Amendments to the Official Zoning Map may be initiated by the Village Council, the Planning Commission, or by the owner or owners of the subject site. All proposed amendments to the provisions of this Ordinance or the Official Zoning Map shall be referred to the Planning Commission for public hearing and recommendation to the Village Council prior to action by the Village Council.

#### **Section 23.02 APPLICATION PROCEDURE**

An amendment to this Ordinance or the Official Zoning Map, except those initiated by the Village, shall be initiated by submission of a completed application form and fee. The following information shall accompany the application form:

- A. A legal description and street address of the subject property, together with a map identifying the subject property in relation to surrounding properties.
- B. The name and address of the owner of the subject site, and a statement of the applicant's interest in the subject site if not the owner in fee simple title.
- C. The existing and proposed zoning district designation of the subject property.
- D. The land use classification for the subject site as illustrated on the Village's Master Plan.
- E. In the case of an amendment to this Ordinance, other than an amendment to the Official Zoning Map, a general description of the proposed amendment and rationale for the change shall accompany the application form.
- F. A written description of how the requested rezoning meets Section 23.05 Criteria for Amendment of the Official Zoning Map, or Section 23.06 Criteria for Amendments to the Zoning Ordinance Text.

### **Section 23.03 AMENDMENT PROCEDURE; PUBLIC HEARING AND NOTICE**

- A. Upon initiation of an amendment, a work session and public hearing to consider the proposed amendment shall be scheduled before the Planning Commission. Notice of the hearing shall be given as required by the City or Village Zoning Act (Public Act 207 of 1921, as amended).
- B. Following the public hearing, the Planning Commission shall identify and evaluate all factors relevant to the petition and shall report its findings and recommendation to the Village Council. The Planning Commission shall consider the criteria listed in Section 23.05 for a requested amendment to the Official Zoning Map, and the criteria listed in Section 23.06 for requested amendments to the standards and regulations in the text.
- C. Following receipt of the findings and recommendation of the Planning Commission, the Village Council shall act on the proposed amendment. In the case of an amendment to the text of this Ordinance, the Village Council may modify or revise the proposed amendment recommended by the Planning Commission prior to enactment. In the case of an amendment to the Official Zoning Map, the Village Council shall approve or deny the amendment, based on its consideration of the criteria in Section 23.05.

### **Section 23.04 AMENDMENTS REQUIRED TO CONFORM TO COURT DECREE**

Any amendment for the purpose of conforming to a decree of a court of competent jurisdiction shall be adopted by the Village Council and published, without necessity of a public hearing or referral thereof to any other board or agency.

### **Section 23.05 CRITERIA FOR AMENDMENT OF THE OFFICIAL ZONING MAP**

In considering any petition for an amendment to the Official Zoning Map, the Planning Commission and Village Council shall consider the following criteria in making its findings, recommendations and decision:

- A. Consistency with the goals, policies and future land use map of the Dexter Master Plan. If conditions upon which the Master Plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the Master Plan was adopted, as determined by the Village, the Planning Commission and Council shall consider the consistency with recent development trends in the area.
- B. Compatibility of the site's physical, geological, hydrological and other environmental features with the host of uses permitted in the proposed zoning district.
- C. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) of the uses permitted under the current zoning.

## **Ordinance Amendments**

- D. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.
- E. The capacity of the Village's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety and welfare".
- F. The apparent demand for the types of uses permitted in the requested zoning district in the Dexter area in relation to the amount of land currently zoned and available to accommodate the demand.
- G. The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided.
- H. Other factors deemed appropriate by the Planning Commission and Village Council.

## **Section 23.06 CONDITIONAL REZONING OF LAND**

As an alternative to a rezoning amendment as described in Section 23.01 of this Ordinance, the Village of Dexter may allow conditional rezoning to help ensure the proper use of land and natural resources and to allow for a more flexible approach to the rezoning process in accordance with Act No. 207 of Public Acts of Michigan of 1921 as amended. It is recognized that, in certain instances, it would be an advantage to both the Village and petitioners seeking Rezoning of land if a site plan, along with conditions and limitations that may be relied upon by the Village, could be proposed as part of a petition for Rezoning. Conditional rezoning of land must follow the standards and procedures as noted below.

- A. The amendment procedure for a conditional rezoning shall follow the same procedure as a traditional rezoning amendment pursuant to Article 23 of this Ordinance.
- B. In addition to the procedures as noted in Section 23.02, the following specific procedures, standards, and requirements apply to all proposed conditional rezoning requests.
  - (1) A conditional rezoning request must be voluntarily offered by an owner of land within the Village. All offers must be made in writing and must provide the specific conditions to be considered by the Village as a part of the rezoning request. All offers shall be in the form of a written agreement approvable by the Village and property owner, incorporating the conditional rezoning site plan and setting forth any conditions and terms mutually agreed upon by the parties relative to the land for which the conditional rezoning is sought.
  - (2) Conditional rezoning shall not allow a use or activity that would not otherwise be allowed in the proposed zoning district.

## ***Ordinance Amendments***

- (3) Conditional rezoning shall not alter any of the various zoning requirements for the use(s) in question, i.e. parking, landscaping, lot area, lot width, building height, setbacks, lot area coverage, etc. Conditional rezonings shall not grant zoning variances of any kind. Any zoning variance must follow the provisions of Article 24 of this Ordinance.
- (4) Conditional rezoning shall not grant special land use approval. The process for review and approval of special land uses must follow the provisions of Article 8 of this Ordinance.
- (5) All conditions offered by a land owner in relation to a rezoning request must have a direct relationship to the rezoning itself. The provisions to allow conditional rezoning shall not be construed to allow rezoning by exaction.
- (6) In addition to the informational requirements provided for in Section 23.02 of this ordinance the applicant must provide a conditional rezoning site plan prepared by a licensed professional allowed to prepare such plans under this Ordinance, that may show the location, size, height or other measures for and/or of buildings, structures, improvements and features on, and in some cases adjacent to, the property that is the subject of the conditional rezoning of land. The details to be offered for inclusion in the conditional rezoning site plan shall be determined by the applicant, subject to approval of the Village. A conditional rezoning site plan shall not replace the requirement under this Ordinance for site plan review and approval, or subdivision or site condominium approval, as the case may be.

### **C. Time Limits and Reversion of Land to Previous District.**

- (1) If the proposed conditions of rezoning are acceptable to the Village, the Village may establish a time period during which the conditions apply to the property and must be met. If the conditions are not satisfied within the time specified under this section, the property shall revert to its former zoning classification unless an extension is granted as noted below. Reversion of a property back to its former classification must follow the rezoning amendment provisions as provided in Section 23.03 of the Zoning Ordinance.
- (2) Unless a reversion of the zoning takes place as described in the section above, the approved conditional rezoning shall be binding upon the subject property owner, their heirs, successors, assigns, and transferees.
- (3) Upon approval of a conditional rezoning, a copy of the written agreement between the property owner and Village shall be filed with the Washtenaw County Register of Deeds, which shall act to provide notice to all

## **Ordinance Amendments**

subsequent owners of the property of the conditions approved and agreed to by the Village.

- (4) The Village may not add to or alter any conditions approved as a part of a rezoning during the time period specified above.
- (5) The time limits specified and approved by the Village may be extended upon the application of the landowner and approval of the Village.

D. Review Procedures. The factors found in Section 23.05 of this Ordinance must be considered in any conditional rezoning request.

### **Section 23.07 CRITERIA FOR AMENDMENT TO THE ZONING ORDINANCE TEXT**

The Planning Commission and Village Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.

- A. Documentation has been provided from Village Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.
- B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the Village's standards are outdated.
- C. The Village Attorney recommends an amendment to respond to significant case law.
- D. The amendment would promote implementation of the goals and objectives of the Village's Master Plan
- E. Other factors deemed appropriate by the Planning Commission and Village Council.

### **Section 23.08 RESTRICTIONS ON RESUBMITTAL OF A REZONING REQUEST**

An application for an amendment to the Official Zoning Map (i.e. a rezoning request) that has been denied, shall not be reconsidered for one (1) year, unless the applicant demonstrates that conditions have changed.

**URBAN & COMMUNITY FORESTRY PROGRAM  
GRANT AGREEMENT**

Issued under authority of Part 5 of Act 451, P.A. 1994, as amended, Subject to the provisions of the law and the conditions herein contained.

Legal Name of Grantee Village of Dexter	Grant Number CFG 06-28	Grant Issued Date 10/15/05	Grant Amount \$ 6000
Street Address 8140 Main St.	Federal I D. Number 38-6004671	Starting Date 10/1/05	Ending Date 9/1/06
City, State, ZIP Dexter, MI 48130	Grantee Contact Name Allison Bishop	Grantee Telephone 734.426.8303	

FINANCIAL BREAKDOWN OF ESTIMATED PROJECT COSTS	FEDERAL FUNDS AWARDED (MAX. 50% OF PROJECT)	LOCAL MATCH* (MIN. 50% OF PROJECT)
PERSONNEL	\$	\$ 6929
FRINGES	\$	\$
TRAVEL	\$	\$
EQUIPMENT	\$	\$ 1000
MISC. SUPPLIES	\$	\$
TREES	\$	\$ 5000
CONTRACTUAL	\$ 6000	\$ 6000
VOLUNTEER	\$	\$
OTHER	\$	\$
<b>TOTAL</b>	<b>\$ 6000</b>	<b>\$ 18929</b>

**SPECIAL CONDITIONS OF GRANT** (Subject to the conditions contained in **Attachment 1**.) \*Ultimate match sources may differ from those listed.  
**Total Est. Project Cost: \$24,929.00** Grant monies provided for reimbursement of contracted services to conduct Community Tree Inventory and management plan only. Grantee to match with additional personnel, equipment, trees and contracted expenses (must be from non-federal funding sources). All cash expenses need to be documented with copies of paid invoices, receipts or pay stubs. All in-kind expenses must be described, calculated and documented on signed/dated letterhead

**THIS GRANT AGREEMENT IS SUBJECT TO THE FOLLOWING CONDITIONS AND REQUIREMENTS:**

1. This grant is subject to the conditions contained in **Attachment 1** (IC 4107-3A).
2. Grant reimbursement may be made upon verification of actual expenditures and in accordance with conditions listed in **Attachment 1**.
3. Request for payments may be made when the project has been completed, but must be received no later than 30 days after the grant period ends, and in accordance with the conditions listed in **Attachment 1**.
4. All publications or oral presentations concerning the Grant will contain an acknowledgment of the participation and support of both the State of Michigan and U.S. Department of Agriculture, Forest Service. **Attachment 1** provides further information.
5. The Grantee hereby assures and certifies that he/she will comply with all State and Federal laws, rules, regulations, policies, guidelines, and requirements. Also, the applicant assures and certifies with respect to the agreement that:  
*Grantee possesses legal authority to apply for the grant, that a resolution, motion or similar action has been duly adopted or passed as an official act of the Grantee's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Grantee and to provide such additional information as may be required.*

I certify as the GRANTEE REPRESENTATIVE that I have read, understand and agree to comply with this agreement and the conditions listed herein and at **Attachment 1**, and have authority to enter into this agreement on behalf of Grantee.

*Allison Bishop*  
Grantee Representative's Signature

*10/25/05*  
Date

*Kevin Lauer*  
DNR Representative Signature

*10/31/05*  
Date

*ALLISON BISHOP*  
Grantee Representative's Printed Name

*Kevin Lauer*  
DNR Representative Printed Name

**RETURN BOTH SIGNED COPIES OF THIS AGREEMENT TO:**

**COMMUNITY FORESTRY GRANT PROGRAM  
FOREST, MINERAL AND FIRE MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30452  
LANSING MI 48909-7952**

OCT 28 2005

For questions or concerns related to this Grant Agreement, please contact DNR-Forest, Mineral and Fire Management, Urban and Community Forestry Coordinator at:

Telephone: 517-241-4632 TTY/TDD: 711 Michigan Relay Center  
Fax: 517-373-2443



MICHIGAN DEPARTMENT OF NATURAL RESOURCES - FOREST, MINERAL AND FIRE MANAGEMENT

## EMERALD ASH BORER (EAB) TREE PLANTING GRANT PROGRAM AGREEMENT

Issued under authority of Part 5 of Act 451, P.A. 1994, as amended, and the U.S. Cooperative Forestry Assistance Act of 1978, CFDA 10.664, Subject to the provisions of the law and the conditions herein contained. EAB Tree Planting Grant Program grants are hereby awarded to the persons named herein.

LEGAL NAME OF GRANTEE Village of Dexter		GRANT NUMBER EAB 05-07	GRANT ISSUED 05-10-05	GRANT AMOUNT \$ 12,500
STREET ADDRESS 8140 Main Street		FEDERAL I.D. NUMBER 38-004671	STARTING DATE 05-10-05	ENDING DATE 05-31-06
CITY Dexter	STATE ZIP CODE MI 48130	GRANTEE CONTACT NAME Allison Bishop		GRANTEE TELEPHONE NUMBER 734.426.8303 x 15
<b>FINANCIAL BREAKDOWN OF ESTIMATED PROJECT COSTS</b>		<b>FEDERAL FUNDS AWARDED (MAX. 50% OF PROJ.)</b>		<b>LOCAL MATCH (MIN. 50% OF PROJECT)</b>
PERSONNEL		\$		\$ 1,200*
FRINGES		\$		
TRAVEL		\$		
EQUIPMENT		\$		
SUPPLIES		\$		
CONTRACTUAL		\$		
CONSTRUCTION		\$		5,000*
VOLUNTEER		\$		
TREES		\$ 12,500		\$ 7,500*
ASH TREE REMOVALS		\$		\$ 17,500*
OTHER		\$		\$ 2,000*
<b>TOTAL</b>		<b>\$ 12,500</b>		<b>\$ 33,200*</b>

**SPECIAL CONDITIONS OF GRANT** (Subject to the conditions contained in **Attachment 1**.)

\*Anticipated match source only. Actual match source may differ as needed.

Bare-rooted and small/medium containerized stock will be reimbursed the actual purchase cost up to \$40 per tree. Large containerized stock will be reimbursed the actual purchase cost up to \$55 per tree. Balled and burlapped trees will be reimbursed the actual purchase cost up to \$125 per tree. Tree planting costs are not reimbursable, but may be used as part of the applicant's matching portion.

### THIS GRANT AGREEMENT IS SUBJECT TO THE FOLLOWING CONDITIONS AND REQUIREMENTS:

1. This grant is subject to the conditions contained in **Attachment 1** (IC 4028-3).
2. Grant reimbursement may be made upon verification of actual expenditures and in accordance with conditions listed in **Attachment 1**.
3. Request for payments may be made when the project has been completed, but must be received no later than 30 days after the grant period ends and in accordance with the conditions listed in **Attachment 1**.
4. All publications or oral presentations concerning the grant will contain an acknowledgment of the State's participation and support and U.S. Department of Agriculture, Forest Service participation and support. **Attachment 1** provides further information.
5. The Grantee hereby assures and certifies that he/she will comply with all State and Federal laws, rules, regulations, policies, guidelines, and requirements. Also, the applicant assures and certifies with respect to the agreement that:

*It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the application and to provide such additional information as may be required.*

I, the undersigned, certify that I have read, understand and agree to comply with this agreement and the conditions listed in **Attachment 1**, and have authority to enter into this agreement on behalf of Grantee.

Grantee Representative's Signature

Date

DNR Representative's Signature

Date

RETURN BOTH SIGNED COPIES OF THIS AGREEMENT TO:

EAB GRANT PROJECT  
FOREST, MINERAL AND FIRE MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30452  
LANSING MI 48909-7952

DNR REPRESENTATIVE TO CONTACT RELATIVE TO THIS GRANT AGREEMENT.

Kerry Gray  
DNR-FMFM Lansing Office  
TELEPHONE NUMBER: 517-241-1833  
FAX NUMBER: 517-373-2443  
TTY/TDD: 711 (Michigan Relay Center)



## VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

AGENDA 11-14-05

ITEM I-2

### Village Council

Jim Seta  
*President*

Joe Semifero  
*President Pro-Tem*

Jim Carson  
*Councilperson*

Paul Cousins  
*Councilperson*

Donna Fisher  
*Councilperson*

Shawn Keough  
*Councilperson*

Terry Walters  
*Councilperson*

### Administration

Donna Dettling  
*Manager*

David Boyle  
*Clerk*

Marie Sherry  
*Treasurer/Finance Director*

John P. Hanifan  
*Assistant Manager*

Ed Lobdell  
*Public Services Superintendent*

Allison Menard  
*Community Development Manager*

THE VILLAGE OF  
DEXTER IS AN EQUAL  
OPPORTUNITY  
PROVIDER AND  
EMPLOYER

www.  
villageofdexter.org

November 1, 2005

Rosebud Foundation  
2801 Baker Rd.  
Dexter, MI 48130

Re: Dexter door-to-door, senior/handicapped accessible transportation service

Dear Rosebud Foundation Review Committee,

It is my pleasure to offer support to Chelsea Area Transportation System, Inc. for their part in beginning a door-to-door, senior/handicapped accessible transportation service to the Dexter community.

During the last two years, the Village of Dexter Council and Chelsea Area Transportation System have been examining the needs of the Village of Dexter and other Dexter School District residents. The conclusion of this study is that there are isolated transit-dependent, senior and/or disabled area residents that need an affordable community transportation program based within the Dexter community. With this conclusion, Chelsea Area Transportation took a leap of faith and bought a ten-passenger, wheelchair accessible vehicle and dedicated it to the Dexter community. The Village of Dexter had already committed support for the community connector bus that has linked Dexter with Chelsea and Ann Arbor with a fixed bus route that operates between 5:30 a.m. and 7:30 p.m. However, the elderly, disabled or otherwise frail population within our community cannot access the fixed bus route when physical assistance is needed. In October, we entered into a two-day per week agreement to establish a first-time, door-to-door program... the missing transportation link within our community.

Now that this program is about one-month old, we are finding that our senior/disabled riders are calling outside of the two-day per week van times to schedule rides on alternate days... and are being turned away for lack of funding for those days of service. We anticipated that we would touch the surface of need in the community by offering a two-day service... but knew that offering some service rather than waiting to find full funding for the service was the right response to this pressing need.



\$7,000....the precise amount needed to provide a full five-day program through June 2006. During the next few months, we will be canvassing the community for donations and funding solutions to make this program permanent. But until that becomes a reality... we ask for your support for our at-risk populations by your grant support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Carson', with a long horizontal flourish extending to the right.

Jim Carson  
Village of Dexter Councilperson



AGENDA 11.14.05

## VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

### Village Council

Jim Seta  
President

Joe Semifero  
President Pro-Tem

Jim Carson  
Councilperson

Paul Cousins  
Councilperson

Donna Fisher  
Councilperson

Shawn Keough  
Councilperson

Terry Walters  
Councilperson

### Administration

Donna Eureste  
Manager

David Boyle  
Clerk

Marie Sherry  
Treasurer/Finance  
Director

John P. Hanifan  
Assistant Manager

Ed Lobdell  
Public Services  
Superintendent

Allison Menard  
Community  
Development  
Manager

THE VILLAGE OF  
DEXTER IS AN EQUAL  
OPPORTUNITY  
PROVIDER AND  
EMPLOYER

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## INTERNAL MEMO

TO: Village Council

FROM: John P. Hanifan,  
Assistant Village Manager

DATE: November 9, 2005

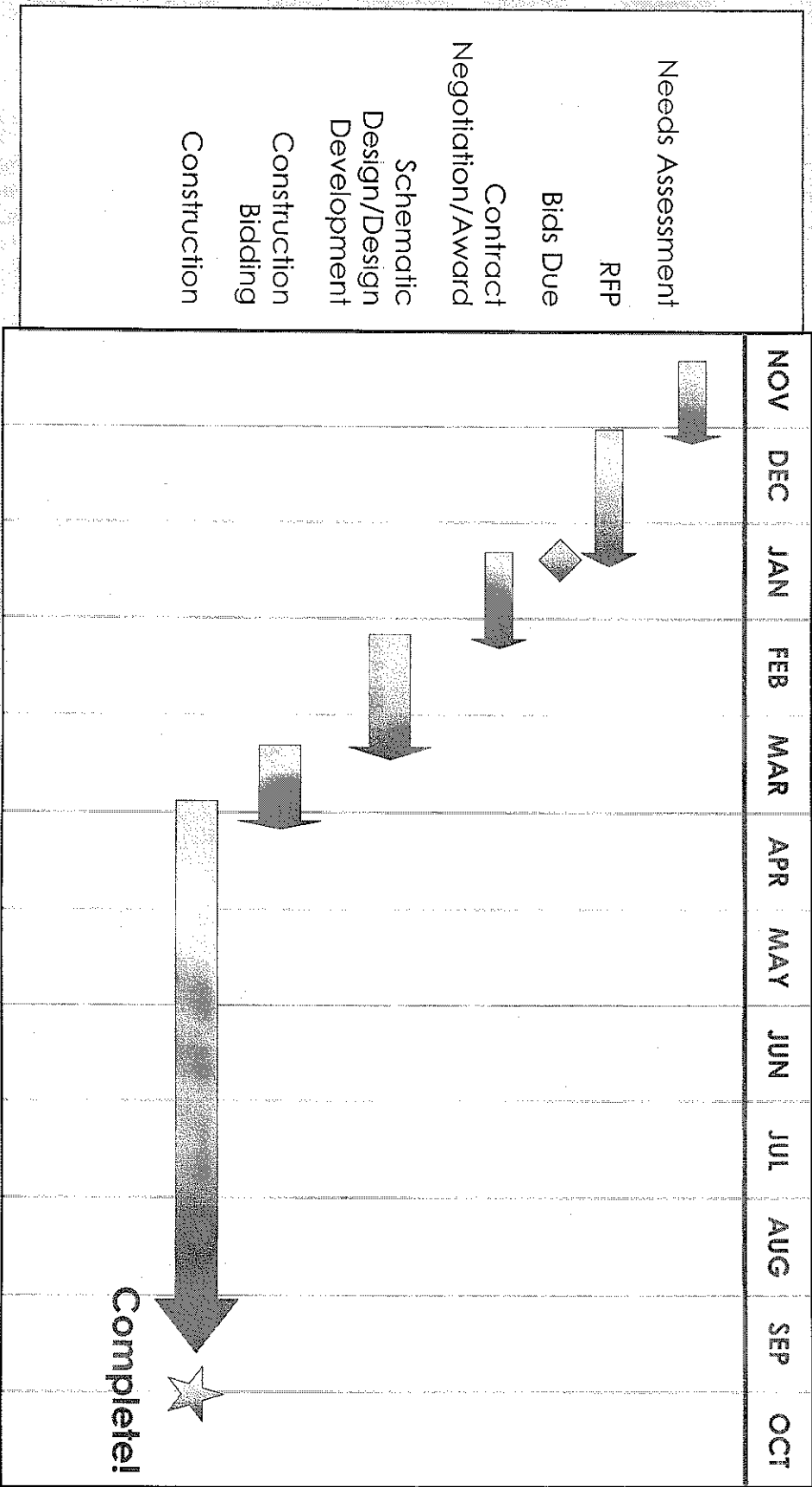
Re: Department of Public Works Building Construction Schedule

Attached you will find the proposed Department of Public Works Building Construction Schedule. The schedule assumes a November 2005 to October 2006 "start to finish". The following are additional details for the "milestone" schedule:

- 1) Needs Assessment: Administration and Facilities sub-committee shall meet with DPW supervisor and staff to finalize the needs of the building including square footage, functional aspects and other facility needs.
- 2) A Request for Proposals to design and/or construct the building will be prepared using the data gathered in the Needs Assessment. The RFP shall be publicly advertised in December and will also be sent to vendors that have requested to be added to the Village's bid list for this project. Bidders will have approximately one month to prepare bids.
- 3) Bids will be publicly opened in Mid-January.
- 4) Staff and the facility sub-committee shall review the bids. A recommendation will be made to the Village Council to begin contract negotiations and subsequently award the contract for the project.
- 5) The selected contractor will complete the Schematic Design and Design development phases during the month of February and possibly the first week of March. Site plan approval would occur during this phase.
- 6) The construction bidding for either primary contractor or subcontractors shall take place during March and April.
- 7) Construction shall begin in April with completion and final occupancy scheduled for October 2006.

Please do not hesitate to contact me with questions at 426-8303.

# Department of Public Works Building Schedule November 2005 – October 2006



AGENDA 11-14-05

**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303 Fax (734)426-5614

**MEMO**

**To: President Seta and Council Members**  
**From: Donna Dettling, Village Manager**  
**Date: November 14, 2005**  
**Re: VM Report**

## 1. Meeting/Activity Review:

- October 27, 2005 – Law Enforcement Steering Committee -Update
- October 27, 2005 – Met with OHM about draft Water Reliability Study
- November 1, 2005 –Met with AR Brouwer-Project Concerns
- November 1, 2005- Site Visit for DBRP Re-certification
- November 1, 2005 – CEO Meeting re: Police Services
- November 3, 2005- Standard & Poor Phone Interview-Bond Rating
- November 4, 2005 – WCRC Bridge Project Update
- November 4, 2005- Met with AR Brouwer-Dexter Plaza Water Issue
- November 7, 2005- Met with DEQ in Lansing re: Dam Removal
- November 9, 2005- Met with OHM and DCS re: K-Street Stormwater Design
- November 9, 2005 – Met with Don Keim re: LDFA dissolution process
- November 10, 2005- Met with ACI Finance re: FA Interview

2. Dam Removal Update. Jim Hegarty, HRWC, and Village met with the Waste & Hazardous Materials department of DEQ as recommended during the DEQ meeting held last week in Jackson. Mr. Hegarty is scheduled to provide an update to Council the first meeting in December.
3. Water Reliability Study. Staff and the DEQ are still reviewing the draft version of the Water Reliability Study. The DEQ has received a draft copy, and they will be asked to provide feedback on the report, prior to the printing of the final report. OHM will be ready to do a presentation to Council at the next meeting. **I would like to recommend that a WORK SESSION prior to the next Council meeting be scheduled to do an in-depth review of the Water Reliability Study and further review the Sanitary Sewer Capacity Study.** As a reminder, the critical objective is to develop policy guidelines for excess capacity. That is, if it is determined and supported by the DEQ that there is excess water or sewer capacity in our system, and determine exactly what that level of excess capacity is. How Council chooses to protect and allocate that capacity must be discussed, so that policy guidelines can be formalized for use by staff to handle ongoing requests for redevelopment and site plan reviews.
4. Light at Baker and Dan Hoey No update at this time.
5. Financial Analyst Interviews Marie and I have interviewed one firm and have two other scheduled for the week of November 14, 2005. A recommendation to work with one of these firms will be presented at the next Council meeting.

6. Huron Commons Easements – OHM is still working on the easement document for Huron Commons. The Master Deed included Easements and although these were recorded when the Master Deed was recorded, we still need to formally record both the utility and ingress/egress easements. At the last meeting 10-24-05 Council approved: The Request from Huron Commons Home Owners Association to place breakaway bollards at the Inverness entrance to the Subdivision.

*Original Motion – Motion Semifero, support Carson to approve the request from Huron Commons Home Owner's Association to place breakaway bollards at the Inverness entrance to the subdivision, with the provision that permission to place the bollards is revocable and that the Village can inspect the installation of the bollards. Original Motion Amended – Motion Semifero, support Carson to amend the motion to include review of the Huron Common Home Owner's association bylaws regarding authority, and easement considerations. Reasons cited for decision, the high level of "cut through" traffic and the safety of the Huron Commons residents.*

Huron Commons Bollards – The Bollards were installed on November 10, 2005. The Home Owners Association made personal contact with a number of parties to inform them of the change. I also made contact with the following parties to notify them: DAFD, WCSD, Waste Management, Post Office, Dexter Community Schools and Village Staff.

4.1

14-Nov-05

Summary Items from Bills & Payroll	Amount	Comments
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*"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."*

## VENDOR APPROVAL SUMMARY REPORT

Date: 11/10/2005

Time: 10:41am

Page: 1

Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	<i>Chemicals</i>	988.72	0.00
AMSTERDAM PRINTING & LITHO	AMSTERDAM	ENVELOPES	163.06	0.00
ALLISON BISHOP	MENARD/ALL	TRAVEL / OFFICE SUPPLIES	71.38	0.00
CARDINAL GARDENS	CARDINAL	General grounds work	660.00	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	Stormwater Phase 11	2,815.50	0.00
CARPENTER HARDWARE & LUMBER	CARPENTER	WONDER GLOVES	61.98	0.00
CHELSEA AREA TRANSPORTATION	CATS	DOOR TO DOOR	1,416.33	0.00
CHELSEA TELECOMMUNICATIONS	CHEL TELEC	REPLACED BROKEN JACK	82.33	0.00
CINTAS CORPORATION	CINTAS	DPW	670.82	0.00
COMCAST - DPW	COMCAST -	DPW	95.00	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	DIESEL	1,430.82	0.00
DEXTER AREA CHAMBER	DEX CHAMBE	VILLAGE CHAMBER 4TH QUARTER	750.00	0.00
DEXTER DOWNTOWN DEVELOPMENT	DEX DDA	REIMBURSEMENT DUPLICATE CHARGE	1,829.50	0.00
DEXTER MILL	DEX MILL	<i>Misc</i>	240.65	0.00
DEXTER PHARMACY	DEX PHARMA	SHIPPING	26.27	0.00
DEXTER VILLAGE	DEXVIL	PETTY CASH	1,162.69	0.00
DIVERSIFIED SERVICES OF WASHTENAW	DIVERSIFIE	REBUILD MANHOLE STRUCTURE	1,280.00	0.00
ANDREA DORNEY	DORNEY/AND	MILAGE REIMBURSEMENT	216.11	0.00
DTE ENERGY	DET EDISON	3219 953 0001 9	10,568.53	0.00
EQ INDUSTRIAL SERVICES, INC.	EQ INDUST	PROJECT #080805TWJLa	761.25	0.00
ETNA SUPPLY CO	ETNA SUPPL	ECR REGISTER, TOUCH PAD,	1,300.00	0.00
FMG CONCRETE CUTTING, INC	FMG CONCRE	SLAB SAW	225.00	0.00
FUNDBALANCE, INC.	FUNDBALANC	ANNUAL MAINTENANCE	2,725.00	0.00
GREAT LAKES SERVICE & SUPPLIES	GREAT L, S	CAMERA INSPECTION FOREST/BAKER	540.00	0.00
GRISSOM JANITORIAL	GRISSOM	CLEANING VILLAGE OFFICE OCT 05	400.00	0.00
HACH COMPANY	HACH CO	FERROVER IRON REAGENT	21.10	0.00
HACKNEY HARDWARE	HACKNEY	MODULAR TELEPHONE LINE <i>13 INVOICES</i>	189.49	0.00
HERITAGE NEWSPAPERS	HERITAGE N	LEAF PICK-UP	339.50	0.00
JEREMY LOY	JEREMY	EAGLE SCOUT PROJECT	241.82	0.00
JOHN DEERE LANDSCAPES	JOHN DEERE	DEXTER PARKS	160.00	0.00
KENCO, INC.	COUNTRY MA	COUNTRY MARKET	3.38	0.00
LESSORS WELDING SUPPLY	LESSORS	CYLINDER RENTAL	3.30	0.00
EDWARD A LOBDELL	LOBDELL/ED	TRAVEL AND MILAGE	350.82	0.00
MCI	MCI	LONG DISTANCE SERVICE	13.82	0.00
MICHIGAN GOVERNMENT FINANCE OF	MGFOA	MEMBERSHIP DUES	70.00	0.00
MICHIGAN MUNICIPAL LEAGE	MICH UNEMP	QUARTERLY CONTRIBUTION REPORT	20.13	0.00
MILLER, CANFIELD, PADDOCK &	MILLER CAN	CLIENT/MATIER #022911/00019 <i>Bill Beach</i>	82.50	0.00
NINA RACKHAM	NINA RACKH	REFUND ALLEY SURVEY	850.00	0.00
NORTH CENTRAL LABORATORIES	NORTH CENT	CHEMICALS	108.14	0.00
ORBIT COMMUNICATIONS	ORBIT	CREDIT	65.54	0.00
ORCHARD, HILTZ & MCCLIMENI INC	OHM	PROJECT #0130-05-0081	29,449.75	0.00
PACK & MAIL PLUS	PACK & MAI	DHL SHIPMENT	95.88	0.00
PARTS PEDDLER AUTO SUPPLY	PARTS PEDD	COLE HERSEE <i>10 INVOICES</i>	993.19	0.00
PRINTING SYSTEMS	PRINTING S	UTILITY BILLS	448.02	0.00
RADTKE TRUCKING, LLC	ROY R	LIME STONE	285.00	0.00
ROMINE CONSTRUCTION L.L.C.	ROMINE	SIDEWALK & DRIVEWAY APPROACHES	24,296.00	0.00
SALISBURY LANDSCAPE GROUP	SALISBURY	TREE PLANTING AND REMOVAL	11,530.76	0.00
SBC	SBC	73442645728130	1,096.50	0.00
ROBERT STACEY	STACEY/ROB	ALLEY WORK 5TH ST	600.00	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	OFFICE SUPPLIES	172.97	0.00
IRIMATRIX LABORATORIES	IRIM	CYANIDE	130.00	0.00
VARNUM, RIDDERING, SCHMIDT	VARNUM, RI	MATTER #108342 <i>Franchise</i>	48.75	0.00
VARSTY FORD	VARSTY FO	SYNCHRONIZER	139.43	0.00
VIEBAHN, TODD	VIEHBAHN	OPTICAL REIMBURSEMENT	89.98	0.00
WASTE MANAGEMENT	WASTE MANA	COMMERCIAL SERVICES/ <i>Residential</i>	34,030.40	0.00
YANKEE ENVIRONMENTAL	YANKEE	SANITARY SEWER/ <i>Storm</i>	3,380.00	0.00
Grand Total:			139,787.11	0.00

## INVOICE APPROVAL LIST BY FUND

Date: 11/10/2005

Time: 10:43am

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Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	Amount
Department	Abbrev	Invoice Description	Number	Number	Date	
Account						
Fund: General Fund						
Dept: Village Council						
101-101 000-802 000	Profession	NINA RACKHAM	0		11/08/2005	850 00
		REFUND ALLEY SURVEY		120		
101-101 000-802 000	Profession	MILLER, CANFIELD, PADDOCK &	0		11/08/2005	82 50
		CLIENT/MATTER #022911/00019		809445		
101-101 000-901 000	Printing &	HERITAGE NEWSPAPERS	0		11/09/2005	36 00
		ALL SEASON GUITER		1827645		
101-101 000-958 000	Membership	DEXIER AREA CHAMBER	0		11/09/2005	750 00
		VILLAGE CHAMBER 4TH QUARTER		2005/06		
Total Village Council						1,718 50
Dept: Finance Department						
101-201 000-802 000	Profession	FUNDBALANCE, INC.	0		11/08/2005	2,725 00
		ANNUAL MAINTENANCE		8,871		
Total Finance Department						2,725 00
Dept: Attorney						
101-210 000-810 000	Attorney F	VARNUM, RIDDERING, SCHMIDI	0		11/08/2005	48 75
		MATTER #108342		687572		
Total Attorney						48 75
Dept: Village Treasurer						
101-253 000-958 000	Membership	MICHIGAN GOVERNMENT FINANCE OF	0		11/08/2005	70 00
		MEMBERSHIP DUES		10/28/05		
Total Village Treasurer						70 00
Dept: Buildings & Grounds						
101-265 000-727 000	Office Sup	AMSTERDAM PRINTING & ITHO	0		11/08/2005	163 06
		ENVELOPES		9184376		
101-265 000-727 000	Office Sup	STAPLES BUSINESS ADVANTAGE	0		11/08/2005	120 51
		OFFICE SUPPLIES		3062137863		
101-265 000-727 000	Office Sup	STAPLES BUSINESS ADVANIAGE	0		11/08/2005	52 46
		OFFICE SUPPLIES		306213864		
101-265 000-728 000	Postage	DEXTER VILIAGE	0		11/08/2005	11 84
		PETTY CASH		11/08/05		
101-265 000-803 000	Contracted	CHELSEA TELECOMMUNICATIONS	0		11/08/2005	82 33
		REPLACED BROKEN JACK		8669		
101-265 000-920 000	Utilities	DTE ENERGY	0		11/07/2005	23 47
		2949 542 0004 3				
101-265 000-920 000	Utilities	DTE ENERGY	0		11/07/2005	349 24
		2949 542 0005 0				
101-265 000-920 000	Utilities	DTE ENERGY	0		11/07/2005	809 65
		3219 953 0007 6				
101-265 000-920 001	Telephones	SBC	0		11/08/2005	317 92
		73442683034946		X734426830310		
101-265 000-920 001	Telephones	ORBIT COMMUNICAITONS	0		11/09/2005	22 99
		CHARGER, CLIP, MISC		102428		
101-265 000-920 001	Telephones	ORBIT COMMUNICATIONS	0		11/09/2005	-4 48
		CREDII				
101-265 000-935 001	Office Cle	GRISSOM JANITORIAL	0		11/08/2005	400 00
		CLEANING VILLAGE OFFICE OCT 05		123		
101-265 000-955 000	Miscellaneous	DEXTER VILLAGE	0		11/08/2005	93 39
		PETTY CASH		11/08/05		
101-265 000-970 000	Capital Im	ORCHARD, HILTZ & MCCIMENI INC	0		11/08/2005	277 50
		PROJECT #0130-04-0062		107498		
Total Buildings & Grounds						2,719 88
Dept: Village Tree Program						
101-285 000-731 001	Trees	SALISBURY LANDSCAPE GROUP	0		11/08/2005	7,720 76
		TREE PLANTING AND REMOVAL		7969		
Total Village Tree Program						7,720 76
Dept: Law Enforcement						
101-301 000-920 000	Utilities	DEXTER VILLAGE	0		11/07/2005	72 79
		FIRE DEPT		10-30-05		
101-301 000-920 000	Utilities	DTE ENERGY	0		11/08/2005	158 65
		3219 953 011 8				
101-301 000-920 000	Utilities	DTE ENERGY	0		11/08/2005	98 41
		3219 953 011 8				
101-301 000-920 000	Utilities	DEXTER VILLAGE	0		11/09/2005	244 45
		WASTE WATER PLANT		8/15-10/15		



## INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	Account	GI Number	Vendor Name	Check	Invoice	Due	Amount
			Abbrev	Invoice Description	Number	Number	Date	
Fund: General Fund								
Dept: Law Enforcement								
101-301 000-935 000	Bldg Maint			CINTAS CORPORATION	0		11/08/2005	35.51
				POLICE STATION		300767436		
101-301 000-935 000	Bldg Maint			CINTAS CORPORATION	0		11/08/2005	35.51
				POLICE STATION		300757013		
101-301 000-935 000	Bldg Maint			CINTAS CORPORATION	0		11/08/2005	37.70
				VILLAGE OFFICE		300767445		
101-301 000-935 000	Bldg Maint			CINTAS CORPORATION	0		11/08/2005	37.70
				VILLAGE OFFICE		300757023		
Total Law Enforcement								720.72
Dept: Fire Department								
101-336 000-920 000	Utilities			DEXTER VILLAGE	0		11/07/2005	97.06
				FIRE DEPT		10-30-05		
101-336 000-920 000	Utilities			DTE ENERGY	0		11/08/2005	131.22
				3219 953 011 8				
101-336 000-920 000	Utilities			DEXTER VILLAGE	0		11/09/2005	325.92
				WASTE WATER PLANT		8/15-10/15		
Total Fire Department								554.20
Dept: Planning Department								
101-400 000-727 000	Office Sup			ALLISON BISHOP	0		11/08/2005	48.58
				TRAVEL / OFFICE SUPPLIES		10/31/05		
101-400 000-727 000	Office Sup			HACKNEY HARDWARE	0		11/09/2005	5.97
				KLEENEX		752950		
101-400 000-727 000	Office Sup			HACKNEY HARDWARE	0		11/09/2005	7.99
				MODULAR TELEPHONE LINE		753163		
101-400 000-802 000	Profession			CARLISIE-WORTHMAN ASSOCIATES	0		11/07/2005	390.00
				Services for August		2510-104		
101-400 000-861 000	Travel & M			ALLISON BISHOP	0		11/08/2005	22.80
				TRAVEL / OFFICE SUPPLIES		10/31/05		
101-400 000-901 000	Printing &			HERITAGE NEWSPAPERS	0		11/09/2005	31.50
				HARVEST VALLEY		1824960		
101-400 000-901 000	Printing &			HERITAGE NEWSPAPERS	0		11/10/2005	-40.50
				CREDIT		1824960X		
Total Planning Department								466.34
Dept: Zoning Board of Appeals								
101-410 000-901 000	Printing &			HERITAGE NEWSPAPERS	0		11/09/2005	141.50
				GENERAL WORKER		1825751		
101-410 000-901 000	Printing &			HERITAGE NEWSPAPERS	0		11/09/2005	139.50
				LEAF PICK-UP		1828580		
Total Zoning Board of Appeals								281.00
Dept: Department of Public Works								
101-441 000-721 000	Health & I			VIEBAHN, TODD	0		11/09/2005	89.98
				OPTICAL REIMBURSEMENT		79715		
101-441 000-740 000	Operating			HACKNEY HARDWARE	0		11/08/2005	14.86
				HOT ROLLED FLAT		752273		
101-441 000-740 000	Operating			HACKNEY HARDWARE	0		11/08/2005	28.53
				FIRST AID KIT, MISC		752773		
101-441 000-740 000	Operating			HACKNEY HARDWARE	0		11/09/2005	12.94
				GALV MALL CAP 3/4		753080		
101-441 000-740 000	Operating			LESSORS WELDING SUPPLY	0		11/09/2005	3.30
				CYLINDER RENTAL		139172		
101-441 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/08/2005	58.53
				DPW		300754354		
101-441 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/08/2005	58.53
				DPW		300759529		
101-441 000-745 000	Uniform Al			DEXTER MILL	0		11/08/2005	65.72
				ACTIVE JACKET		46009		
101-441 000-745 000	Uniform Al			DEXTER MILL	0		11/08/2005	-3.72
				ACTIVE JACKET		46010		
101-441 000-745 000	Uniform Al			DEXTER MILL	0		11/09/2005	-10.25
				CREDIT		145790		
101-441 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/09/2005	59.63
				DPW		300764758		
101-441 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/09/2005	59.63
				DPW		300769975		
101-441 000-751 000	Gasoline &			PARTS PEDDLER AUTO SUPPLY	0		11/09/2005	292.35
				SPO 55 GAL DRUM		322271		

## INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund

Department Account	GI Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
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Fund: General Fund

Dept: Department of Public Works

101-441 000-751 000	Gasoline &	CORRIGAN OIL COMPANY DIESEL	0	0680591	11/09/2005	502 02
101-441 000-901 000	Printing &	HERITAGE NEWSPAPERS LEAF PICK-UP	0	1828580	11/09/2005	31 50
101-441 000-920 000	Utilities	DEXTER VILLAGE FIRE DEPT	0	10-30-05	11/07/2005	72 79
101-441 000-920 000	Utilities	DTE ENERGY 3219 953 011 8	0		11/08/2005	158 65
101-441 000-920 000	Utilities	DTE ENERGY 3219 953 011 8	0		11/08/2005	98 41
101-441 000-920 000	Utilities	DEXTER VILLAGE WASTE WATER PLANT	0	8/15-10/15	11/09/2005	244 45
101-441 000-920 001	Telephones	COMCAST - DPW	0		11/08/2005	95 00
101-441 000-920 001	Telephones	DPW SBC	0	9148818	11/08/2005	138 00
101-441 000-920 001	Telephones	734426853010 ORBIT COMMUNICATIONS	0	10/13/05	11/09/2005	33 98
101-441 000-920 001	Telephones	CHARGER, CLIP, MISC ORBIT COMMUNICATIONS	0	102428	11/09/2005	-4 47
101-441 000-939 000	Vehicle Ma	CREDII PARTS PEDDLER AUTO SUPPLY	0		11/09/2005	15 98
101-441 000-939 000	Vehicle Ma	GAS TANK STRAP PARTS PEDDLER AUTO SUPPLY	0	321949	11/09/2005	37 89
101-441 000-939 000	Vehicle Ma	5 GAL 15W40 PARTS PEDDLER AUTO SUPPLY	0	322090	11/09/2005	37 89
101-441 000-939 000	Vehicle Ma	5 GAL 15W40 PARTS PEDDLER AUTO SUPPLY	0	322105	11/09/2005	21 48
101-441 000-939 000	Vehicle Ma	DEXRON MERCON PARTS PEDDLER AUTO SUPPLY	0	322170	11/09/2005	133 15
101-441 000-939 000	Vehicle Ma	FILTERS PARTS PEDDLER AUTO SUPPLY	0	322795	11/09/2005	202 13
101-441 000-939 000	Vehicle Ma	MITSUBISHI STARTER PARTS PEDDLER AUTO SUPPLY	0	322858	11/09/2005	3 80
101-441 000-939 000	Vehicle Ma	AMP FUSE PARTS PEDDLER AUTO SUPPLY	0	323201	11/09/2005	21 27
101-441 000-939 000	Vehicle Ma	COLE HERSEE VARSITY FORD	0	323202	11/09/2005	139 43
101-441 000-970 001	Cap Sidewa	SYNCHRONIZER ROMINE CONSTRUCTION L.L.C.	0	111936	11/09/2005	17,850 00
101-441 000-970 001	Cap Sidewa	SIDEWALK REPLACEMENT ROMINE CONSTRUCTION L.L.C.	0	10/04/05	11/09/2005	6,446 00
		SIDEWALK & DRIVEWAY APPROACHES		09/18/05		

Cushing Ct.  
Fourth St

Dept: Downtown Public Works

101-442 000-740 000	Operating	HACKNEY HARDWARE	0		11/08/2005	31 98
101-442 000-740 000	Operating	PLIER TONGUE & GROOVE HACKNEY HARDWARE	0	752609	11/08/2005	6 34
101-442 000-740 000	Operating	COUPLINGS HACKNEY HARDWARE	0	752612	11/09/2005	16 39
101-442 000-802 000	Profession	HOOK SNAP CARDINAL GARDENS	0	753055	11/07/2005	660 00
101-442 000-920 000	Utilities	General grounds work DTE ENERGY	0	272	11/07/2005	107 51
101-442 000-920 000	Utilities	2949 542 0001 9 DTE ENERGY	0	09/28/05-10/27/05	11/07/2005	146 53
101-442 000-920 000	Utilities	2949 542 0002 7 DTE ENERGY	0		11/07/2005	172 90
101-442 000-920 000	Utilities	2949 542 0003 5 DTE ENERGY	0		11/07/2005	90 37
101-442 000-920 000	Utilities	2027 649 0001 7 DTE ENERGY	0		11/07/2005	139 25
101-442 000-920 000	Utilities	2949 542 0008 4 DTE ENERGY	0		11/07/2005	30 20
101-442 000-920 000	Utilities	2023 733 0001 3 DTE ENERGY	0		11/07/2005	

Total Downtown Public Works

1,401 47

Dept: Storm Water

101-445 000-802 000	Profession	CARLISLE-WORTMAN ASSOCIATES	0		11/07/2005	1,185 00
		Stormwater Phase 11		2510-108		

## INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund						
Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Storm Water						
				Total Storm Water		1,185.00
Dept: Engineering						
101-447 000-830 000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC project #0130-03-1053	0	107497	11/09/2005	144.25
101-447 000-830 000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1012	0	107509	11/08/2005	1,080.25
101-447 000-830 000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-04-0071	0	107501	11/08/2005	160.00
101-447 000-830 006	Eng SPR	DEXTER DOWNTOWN DEVELOPMENT REIMBURSEMENT DUPLICATE CHARGE	0	DD0503	11/07/2005	1,829.50
				Total Engineering		3,214.00
Dept: Solid Waste						
101-528 000-740 000	Operating	CARPENIER HARDWARE & LUMBER 1/2 CDX 4 PLY	0	22820	11/08/2005	25.95
101-528 000-740 000	Operating	CARPENTER HARDWARE & LUMBER WONDER GLOVES	0	22828	11/08/2005	21.06
101-528 000-740 000	Operating	DEXTER MILL CONTRACTORS MIX	0	45787	11/08/2005	99.75
101-528 000-740 000	Operating	HACKNEY HARDWARE	0		11/08/2005	4.98
101-528 000-805 000	Solid Waste	EAR PLUGS WASTE MANAGEMENT	0	752313	11/08/2005	15,631.86
101-528 000-805 000	Solid Waste	RESIDENTIAL SERVICE WASTE MANAGEMENT	0	1341375	11/08/2005	18,398.54
101-528 000-901 000	Printing &	COMMERCIAL SERVICES PRINTING SYSTEMS	0	1202046	11/08/2005	149.34
				UTILITY BILLS		37017
				Total Solid Waste		34,331.48
Dept: Parks & Recreation						
101-751 000-731 000	Landscape	JEREMY LOY EAGLE SCOUT PROJECT	0	11/09/05	11/09/2005	241.82
101-751 000-944 000	Portable I	JOHN DEERE LANDSCAPES DEXTER PARKS	0	18497	11/09/2005	160.00
				Total Parks & Recreation		401.82
Dept: Insurance & Bonds						
101-851 000-719 000	Unemployme	MICHIGAN MUNICIPAL LEAGE QUATERLY CONTRIBUTION REPORT	0	10/11/05	11/08/2005	20.13
				Total Insurance & Bonds		20.13
Dept: Contingencies						
101-890 000-955 000	Miscellaneous	EQ INDUSTRIAL SERVICES, INC. PROJECT #080805TWJLa	0	14084406	11/08/2005	761.25
				Total Contingencies		761.25
Dept: Capital Improvements CIP						
101-901 000-974 004	CIP Salt S	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-0081	0	107506	11/08/2005	360.00
				Total Capital Improvements CIP		360.00
Dept: Transfers Out - Control						
101-965 000-999 001	CAIS	CHELSEA AREA TRANSPORTATION MONTHLY TRANSPORTATION	0	11/08/05	11/08/2005	833.00
101-965 000-999 004	Transfer O	CHELSEA AREA TRANSPORTATION DOOR TO DOOR	0	NOV 05'	11/08/2005	583.33
				Total Transfers Out - Control		1,416.33
Fund Total						87,126.01
Fund: Major Streets Fund						
Dept: Contracted Road Construction						
202-451 000-803 000	Contracted	FMG CONCRETE CURBING, INC	0	207750	11/08/2005	225.00
202-451 000-803 000	Contracted	SLAB SAW YANKEE ENVIRONMENTAL	0	1310	11/09/2005	300.00
				STORM DRAIN NEXT TO RAILROAD		
				Total Contracted Road Construction		525.00

## INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	Account	GI Number	Vendor Name	Check	Invoice	Due	Amount
			Abbrev	Invoice Description	Number	Number	Date	
Fund: Major Streets Fund								
							Fund Total	525.00
Fund: Local Streets Fund								
Dept: Contracted Road Construction								
203-451 000-803.000	Contracted			ROBERT STACEY	0		11/09/2005	600.00
				ALLEY WORK 5TH ST		10/19/05		
203-451 000-803 000	Contracted			DIVERSIFIED SERVICES OF WASHTE	0		11/10/2005	1,280.00
				REBUILD MANHOLE STRUCTURE		44		
203-451 000-970.000	Capital Im			ORCHARD, HILTZ & MCCLIMENI INC	0		11/08/2005	4,472.25
				PROJECT#0130-05-0061		107504		
203-451 000-970 000	Capital Im			ORCHARD, HILIZ & MCCLIMENI INC	0		11/08/2005	2,589.50
				PROJECT #0130-05-0068		107505		
				Total Contracted Road Construction				8,941.75
Dept: Routine Maintenance								
203-463 000-740 000	Operating			RADTKE IRUCKING, LLC	0		11/09/2005	285.00
				LIME STONE		10/31/05		
				Total Routine Maintenance				285.00
				Fund Total				9,226.75
Fund: Sewer Enterprise Fund								
Dept: Sewer Utilities Department								
590-548 000-740 000	Operating			HACKNEY HARDWARE	0		11/09/2005	13.99
				TRASH BAGS		752918		
590-548 000-742.000	Chem Plant			ALEXANDER CHEMICAL CORPORATION	0		11/08/2005	1,069.36
				CHEMICALS		0352874		
590-548 000-742 000	Chem Plant			ALEXANDER CHEMICAL CORPORATION	0		11/08/2005	-420.00
				CREDIT		0352875		
590-548 000-742 000	Chem Plant			ALEXANDER CHEMICAL CORPORATION	0		11/08/2005	739.36
				CHEMICALS		0353551		
590-548 000-742 000	Chem Plant			ALEXANDER CHEMICAL CORPORATION	0		11/08/2005	-400.00
				CREDIT		0353552		
590-548 000-743 000	Chem Lab			HACKNEY HARDWARE	0		11/08/2005	15.48
				BATTERY		752452		
590-548 000-743 000	Chem Lab			HACH COMPANY	0		11/09/2005	21.10
				FERROVER IRON REAGENI		4467883		
590-548 000-743 000	Chem Lab			KENCO, INC.	0		11/09/2005	3.38
				COUNTRY MARKET		46663		
590-548 000-743 000	Chem Lab			NORTH CENTRAL LABORATORIES	0		11/09/2005	108.14
				CHEMICALS		190781		
590-548 000-743 000	Chem Lab			PACK & MAIL PLUS	0		11/09/2005	95.88
				DHL SHIPMENT		125		
590-548 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/08/2005	39.08
				WATER PLANT		300854355		
590-548 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/08/2005	38.93
				WATER PLANT		300759530		
590-548 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/08/2005	38.93
				WATER PLANT		300764759		
590-548 000-745 000	Uniform Al			CINTAS CORPORATION	0		11/08/2005	38.93
				WATER PLANT		300769976		
590-548 000-745 000	Uniform Al			DEXTER MILL	0		11/08/2005	89.15
				KNIT CREWNECK, MISC		44359		
590-548 000-751 000	Gasoline &			PARIS PEDDLER AUTO SUPPLY	0		11/09/2005	227.25
				MOBIL 1		321732		
590-548 000-802 000	Profession			GREAT LAKES SERVICE & SUPPLIES	0		11/08/2005	540.00
				CAMERA INSPECTION FOREST/BAKER		5664		
590-548 000-802 000	Profession			YANKEE ENVIRONMENTAL	0		11/09/2005	3,080.00
				SANITARY SEWER		1311		
590-548 000-824 000	Testing &			DEXTER PHARMACY	0		11/08/2005	26.27
				SHIPPING		10/28/05		
590-548 000-824 000	Testing &			TRIMATRIX LABORATORIES	0		11/09/2005	130.00
				CYANIDE		0501366		
590-548 000-830.002	Engineerin			ORCHARD, HILIZ & MCCIMENI INC	0		11/09/2005	1,354.00
				PROJECT #0130-04-0071		107502		
590-548 000-830 002	Engineerin			ORCHARD, HILIZ & MCCLIMENI INC	0		11/08/2005	3,582.75
				PROJECT #0130-05-0041		107503		
590-548 000-861 000	Travel & M			ANDREA DORNEY	0		11/08/2005	61.11
				MILEAGE REIMBURSEMENT		10/01/05-10/31/05		

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Village of Dexter

Fund

Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Sewer Enterprise Fund						
Dept: Sewer Utilities Department						
590-548.000-901 000	Printing &	PRINTING SYSIEMS	0		11/08/2005	149.34
		UTILITY BILLS		37017		
590-548.000-920.000	Utilities	DTE ENERGY	0		11/07/2005	353.31
		4667 427 0001 9		09/29/05-10/27/05		
590-548.000-920 000	Utilities	DTE ENERGY	0		11/07/2005	3,542.69
		3219 953 0010 0				
590-548.000-920 000	Utilities	DTE ENERGY	0		11/08/2005	51.90
		3219 953 0001 9				
590-548.000-920 000	Utilities	SBC	0		11/08/2005	422.80
		73442645728130		X734426457210		
590-548.000-920 001	Telephones	MCI	0		11/08/2005	13.82
		LONG DISIANCE SERVICE		10/19/05		
590-548.000-920 001	Telephones	ORBIT COMMUNICATIONS	0		11/09/2005	21.99
		CHARGER, CLIP, MISC		102428		
590-548.000-920 001	Telephones	ORBIT COMMUNICATIONS	0		11/09/2005	-4.47
		CREDIT				
590-548.000-960 000	Education	ANDREA DORNEY	0		11/08/2005	155.00
		MILAGE REIMBURSEMENT		10/01/05-10/31/05		
590-548.000-970 000	Capital Im	CARPENTER HARDWARE & LUMBER	0		11/08/2005	14.97
		MORTAR MIX		22699		
Total Sewer Utilities Department						15,214.44
Fund Total						15,214.44

Fund: Water Enterprise Fund

Dept: Water Utilities Department

591-556.000-740 000	Operating	HACKNEY HARDWARE	0		11/08/2005	10.98
		STRIPPING PAINT		752215		
591-556.000-740.000	Operating	HACKNEY HARDWARE	0		11/09/2005	19.06
		DUCT TAPE		752847		
591-556.000-745 000	Uniform Al	CINTAS CORPORATION	0		11/08/2005	32.89
		WATER PLANT		300854355		
591-556.000-745 000	Uniform Al	CINTAS CORPORATION	0		11/08/2005	33.04
		WATER PLANT		300759530		
591-556.000-745 000	Uniform Al	CINTAS CORPORATION	0		11/08/2005	33.14
		WATER PLANT		300764759		
591-556.000-745 000	Uniform Al	CINTAS CORPORATION	0		11/08/2005	33.14
		WATER PLANT		300769976		
591-556.000-751 000	Gasoline &	CORRIGAN OIL COMPANY	0		11/09/2005	928.80
		GAS NO LEAD		0680590		
591-556.000-830 000	Engineerin	ORCHARD, HILIZ & MCCILMENT INC	0		11/08/2005	1,589.75
		PROJECT #0130-04-0071		107499		
591-556.000-861 000	Travel & M	EDWARD A. LOBDELL	0		11/08/2005	350.82
		TRAVEL AND MILAGE		10/01/05-10/31/05		
591-556.000-901 000	Printing &	PRINTING SYSTEMS	0		11/08/2005	149.34
		UTILITY BILLS		37017		
591-556.000-920 000	Utilities	DTE ENERGY	0		11/07/2005	1,830.28
		2949 542 0006 8				
591-556.000-920.000	Utilities	DTE ENERGY	0		11/07/2005	2,136.10
		3219 953 0003 5				
591-556.000-920 000	Utilities	DTE ENERGY	0		11/07/2005	25.11
		3219 953 0004 3				
591-556.000-920 000	Utilities	DTE ENERGY	0		11/07/2005	100.68
		3219 953 0006 8				
591-556.000-920.000	Utilities	DTE ENERGY	0		11/07/2005	14.00
		3219 953 0009 2				
591-556.000-920 000	Utilities	SBC	0		11/08/2005	217.78
		73442645728130		X734426457210		
591-556.000-977.000	Equipment	ETNA SUPPLY CO	0		11/09/2005	1,300.00
		ECR REGISTER, TOUCH PAD,		11580008		
Total Water Utilities Department						8,804.91
Fund Total						8,804.91

Fund: Trust &amp; Agency Fund

Dept: Assets, Liabilities &amp; Revenue

701-000.000-253.008	Dexter Cro	ORCHARD, HILIZ & MCCILMENT INC	0		11/08/2005	4,312.00
		PROJECT #0130-98-0023		107513		

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Village of Dexter

Fund						
Department	GI Number	Vendor Name	Check	Invoice	Due	
Account	Abbrev	Invoice Description	Number	Number	Date	Amount
Fund: Trust & Agency Fund						
Dept: Assets, Liabilities & Revenue						
701-000 000-253 010	Eaton Cour	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-03-1023	0	107495	11/08/2005	186 75
701-000 000-253 015	Huron Farm	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-02-0043	0	107494	11/08/2005	170 00
701-000 000-253 028	Boulder Pa	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-04-1022	0	107500	11/08/2005	282 25
701-000 000-253 031	Dexter Pla	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1012	0	107507	11/08/2005	1,873 75
701-000 000-253 031	Dexter Pla	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1012	0	107508	11/08/2005	1,041 50
701-000 000-253 032	Fireside	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1012	0	107509	11/08/2005	131 25
701-000 000-253 035	DD Light	CARLISLE-WORIMAN ASSOCIATES Wallace Building	0	2510-106	11/01/2005	324 00
701-000 000-253 035	DD Light	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1061	0	107511	11/08/2005	1,458 00
701-000 000-253 036	Bishop Con	CARLISLE-WORIMAN ASSOCIATES Lot #39 Bishop Business Condo	0	2510-105	11/01/2005	332 50
701-000 000-253 036	Bishop Con	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1041	0	107510	11/08/2005	1,076 50
701-000 000-253 038	Alpine Str	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-03-1033	0	107496	11/08/2005	2,115 50
701-000 000-253 039	Katie's Re	CARLISLE-WORIMAN ASSOCIATES Katie's Restaurant SLU	0	2510-107	11/01/2005	584 00
701-000 000-253 039	Katie's Re	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1071	0	107512	11/08/2005	1,192 00
701-000 000-255 000	Cust Depos	SALISBURY LANDSCAPE GROUP TREE PLANTING AND REMOVAL	0	7969	11/08/2005	3,810 00
Total Assets, Liabilities & Revenue						18,890 00
Fund Total						18,890 00
Grand Total						139,787 11

# DEXTER AREA CHAMBER OF COMMERCE

AGENDA 11.14.05  
ITEM J-3

Donna Dettling  
Village of Dexter  
8123 Main Street  
Dexter, MI 48130

Dear Donna,

The Dexter Area Chamber of Commerce will hold Victorian Christmas on the first two Saturdays in December, the 3<sup>rd</sup> and 10<sup>th</sup>, but with a few additions to the schedule.

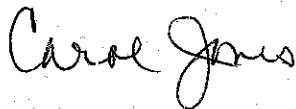
On Friday evening, December 2<sup>nd</sup>, we would like to have a Village tree lighting ceremony in Monument Park. The Lions Club will be getting a 20 foot tree and Hackney Hardware will furnish the lights. Dan Cinader from Prestige Lines has been contacted as to the placement of the tree along with the rest of the Holiday Lighting. Following the lighting, we hope to have a 20-30 minute session of caroling. Merchants will also begin extended store hours for the holidays.

On Saturday morning, December 10<sup>th</sup>, we would like to have the Holiday Parade down Main Street at 10:30 am. This would replace the evening light parade.

On both the 3<sup>rd</sup> and the 10<sup>th</sup> the events in the park would remain the same. From 11 am to 4 pm, there will be sleigh rides, the children's petting zoo and pony rides, pictures with Santa and hot chocolate and cookies.

We hope that these changes to Victorian Christmas will be acceptable and approved by the Village Council.

Yours truly,



Carol Jones  
Executive Director

# VILLAGE OF DEXTER – Community Development Office

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

## Memorandum

AGENDA 11.14.05  
ITEM L-1

To: Village Council  
From: Allison Bishop  
Re: Dexter Plaza – SITE PLAN MODIFICATION REQUEST  
Date: November 14, 2005

### REQUEST

Per Section 21.06, Modification of plan during construction, a contractor may request a modification to an approved site plan. The applicant, AR Brouwer, has submitted a site plan modification request to replace the brick with split face pre-colored block on the rear two (2) walls of the retail center. The applicant has stated that due to recent natural disasters (hurricanes) and the economy that the price of brick has risen substantially and therefore the applicant would like use pre colored split face block.

### ORDINANCE EXCERPT

Per Section 21.06, All site improvements shall conform to the approved final site plan. If the applicant makes any changes during construction in the development in relation to the approved final site plan, such changes shall be made at the applicant's risk, without any assurances that the Village Council will approve the changes.

It shall be the responsibility of the applicant to notify in writing the Zoning Administrator, and the Village Council of any changes. The Zoning Administrator or the Village Council, whichever is applicable, may require the applicant to correct the changes to conform to the approved final site plan.

### RECOMMENDATION

Based on the applicant's notification of the site plan modification it was determined that the modification request should come before the Village Council for action.

Based on the information provided by the applicant it does not appear that the proposed modification will be visible from any public or private street. The proposed change is east facing and will likely only be seen by those using the bank drive-thru.

The Village Council should provide the applicant with authorization to change the type of masonry used or deny the modification request and inform the applicant that the final site plan must be followed as approved.

Please feel free to contact me prior to the meeting with question.  
Thank you.





VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE  
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

## MAJOR OR MINOR SITE PLAN AMENDMENT REQUEST

\$300.00

Rec# 2012  
Date: 11/2/05

APPLICANT/OWNER

A.R. Brouwer Co, LLC / Chelsea Land Company

APPLICANT OWNER SIGNATURE

Steven Brouwer vs  
(Dexter Plaza)

PROJECT NAME/ZONING

Dexter Plaza Retail Building General Business C-1  
Dexter-Ann Arbor Rd  
Corridor Overlay District

ADDRESS

Project = 7050 Dexter - Ann Arbor Rd.

PHONE/FAX

PH: 734-426-9980 / FAX: 734-426-9985

1. ☐ MAJOR AMENDMENT (Per Section 19.13)
- ☐ Change in the concept of the development
  - ☐ Change in use or character of the development
  - ☐ Change in the type of dwelling unit
  - ☐ Increase in the number of dwelling units
  - ☐ Increase in nonresidential floor area ratio of the entire PUD (>1%)
  - ☐ Rearrangement of lots, blocks and building tracts
  - ☐ Reduction in land area set aside for common open space or the relocations of such area(s)
  - ☐ Increase in building height

OR

- ☒ MINOR AMENDMENT (PER Section 19.13)
- ☐ A change in residential floor area
  - ☐ An increase in nonresidential floor area of <5%
  - ☐ Minor variations in layout that do not constitute major changes
  - ☐ An increase in the gross floor area or the floor area ratio of the entire PUD of <1%

2. Description of the Proposed Amendment: (attach separate narrative if necessary): Replace brick with split face pre-colored block on the back two walls.  
See attachment.

3. Reasons why the amendment is being requested: (changing social or economic conditions, potential improvements in layout or design features, unforeseen difficulties or advantages mutually affecting the interest of the village and the developer such as technical causes, site conditions or state or federal projects and installations or statutory revisions): With current changing economic conditions the prices have gone up substantially for brick due to the recent economic/hurricane disasters. We are working with the owner to change to split face pre-color block to maintain the projects budget and design.

4. Additional Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* The Planning Commission will take action on the amendment request at the next regularly scheduled meeting. Applications are due 7 days prior to the meeting. Fees and signatures must be submitted with the application. If a major amendment is determined proper notice must be posted prior to action.

---

*For Office Use Only*

Planning Commission Action  
Village Council Action (if applicable)

N/A

Date: \_\_\_\_\_

Date: 11/14/05

REASONS FOR DENIAL:

APPROVAL STAMP

Conditions of Approval:

November 1, 2005

Mrs. Allison Bishop  
Community Development Manager  
Village Council  
Village of Dexter  
8140 Main Street  
Dexter, MI 48130

RE: MINOR AMENDMENT REQUEST FOR DEXTER PLAZA RETAIL BUILDING

Dear Mrs Bishop,

We are requesting a minor amendment to the Final Site Plan of Dexter Plaza to modify a portion of the exterior walls of the Dexter Plaza Retail Building. We propose to replace the brick on the two rear walls of the building with split face pre-colored block. As shown on the attached diagram. The change is being proposed due to the recent economic and catastrophic events that have occurred and caused prices to rise substantially. We are working with the owner to maintain the projects budget as well as design.

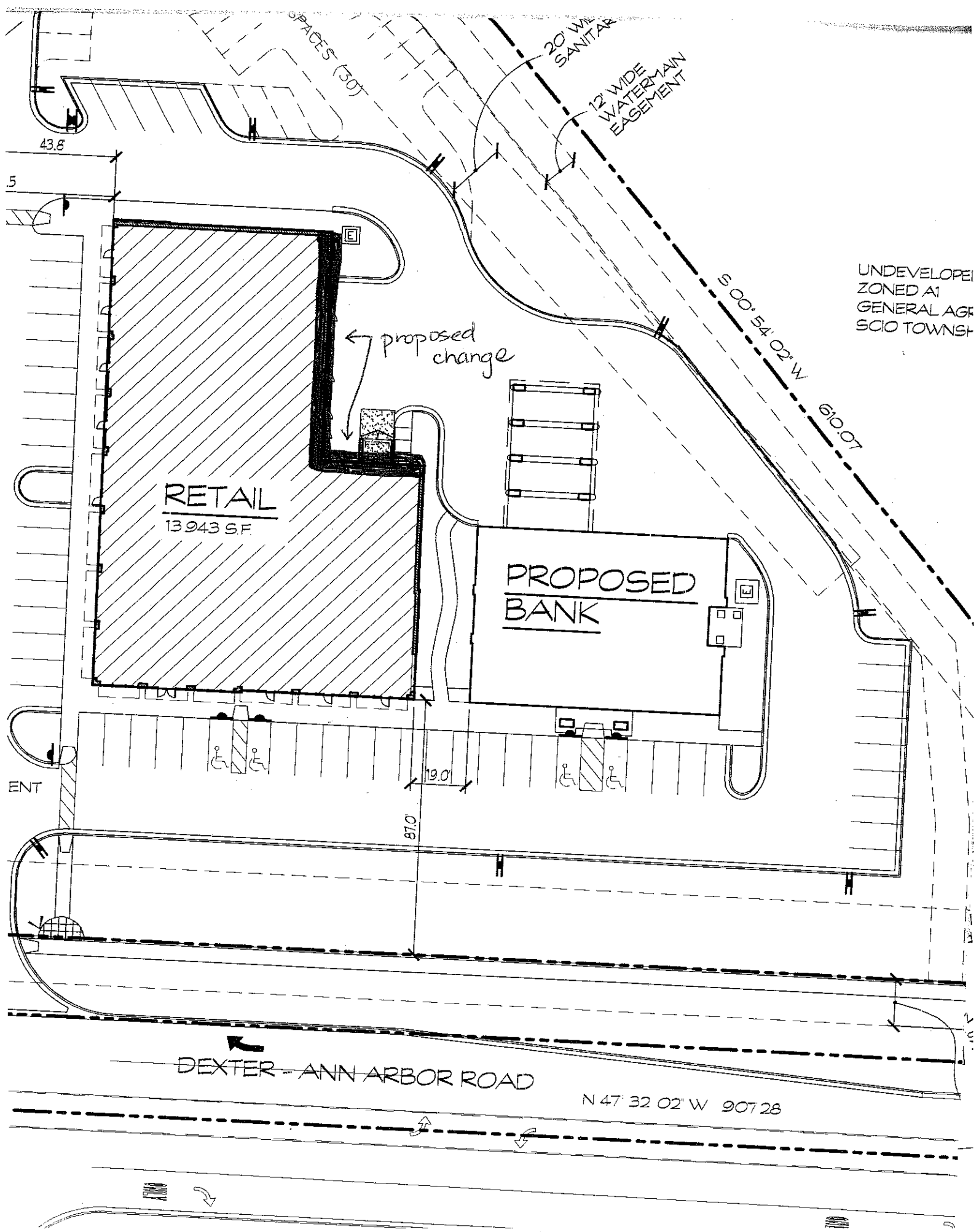
Please feel free to contact me if you have any questions or require additional information.

Sincerely,

A handwritten signature in cursive script that reads "Steven Brouwer" with a small "vs" written below it.

Steven Brouwer  
President

SPB/vs



UNDEVELOPED  
ZONED A1  
GENERAL AG  
SCIO TOWNSH

RETAIL  
13,943 SF

PROPOSED  
BANK

DEXTER-ANN ARBOR ROAD

N 47° 32' 02" W 907.28

**VILLAGE OF DEXTER – Community Development Office**

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

**Memorandum**

To: Village Council  
Donna Dettling  
From: Allison Bishop  
Re: Nuisance Ordinance Amendment  
Date: November 14, 2005

---

Included are the proposed amendments to the nuisance ordinance based on concerns regarding open basement nuisances, etc. within the Village of Dexter.

Brad has preliminarily reviewed the ordinance and his comments have been incorporated into the ordinance. Brad has been asked to review the ordinance once more to ensure that his comments have been appropriately addressed.

If the Village Council is satisfied with the proposed ordinance amendment a public hearing should be scheduled for December 12<sup>th</sup>.

Please feel free to contact me prior to the meeting with questions.

Thank you,

## **Sec. 18-31. Definition of public nuisance.**

For the purposes of this article, a public nuisance is any activity upon, condition of or use of property that:

- (1) Constitutes a public nuisance at common law;
- (2) Endangers the health or safety of the inhabitants; or
- (3) Satisfies any one of the following:
  - a. Accumulation of junk or rubbish, including unlicensed or inoperable motor vehicles, household and other equipment in disrepair and inoperable, boats and trailers, except in a completely enclosed building, for a period of longer than sixty (60) days.
  - b. Growth of lawn, noxious weeds, or other harmful plants over eight inches in height.
  - c. Existence of dead animals, excessive amounts of manure or other unhealthful animal or vegetable substances.
  - d. Existence of any structure which, because of fire, wind or other natural disaster or physical deterioration, is no longer habitable as a dwelling nor useful for any commercial purpose.
  - e. Existence of any vacant dwelling, garage, or other outbuilding, which is not kept adequately secured against unlawful entry by any person.
  - f. Storage of building materials of any kind, unless there is in force a valid building permit for construction upon the property and the materials are intended for use in connection with such construction or unless the materials are stored in a completely enclosed building.
  - g. The pollution of any stream, well or body of water by sewage, industrial wastes, or other harmful substances.
  - h. The storage of harmful or polluting substances upon the land except in secure and properly labeled containers.
  - i. Emission of smoke, noxious fumes, gas, or other substances into the air in harmful quantities.
  - j. The keeping of animals upon premises where such keeping is harmful or offensive to village residents.
  - k. Offering for sale unsanitary or harmful food products.
  - l. Maintenance of gambling devices or games upon the premises.
  - m. Using the premises for the purposes of prostitution.
  - n. Property and structures that are not properly maintained, including, but not limited to:
    1. Peeling, flaking, and chipped paint on structures.
    2. Windows and doors in poor repair and not operable (frames must be weather tight and able to prevent wind, rain or other elements from entering the structure).
    - 3 Accessory structures, garages, fences, decks, and walls not maintained with the same priority as the primary structure.
  - o. Abandoned excavations and/or open basements remaining unfilled or uncovered for a period of 90 days or longer, that are situated as to endanger the safety of the public. Fire/Emergency and sheriff's department personnel shall concur that there is a safety issue prior to the issuance of a nuisance violation. -Upon notification of the nuisance the property owner or occupant shall repair or rehabilitate the dangerous or hazardous condition and any excavation shall be filled to grade level.
  - p. Any building, under construction authorized by a building permit (whether or not expired), having unsafe characteristics, as determined by the village and/or fire/emergency and sheriff's department, or having a manifestly unsightly appearance, if no significant progress towards completion has been made on the building for more than 90 days.
  - q. Any structural condition, excavation, or hazardous machinery that is a) objectively dangerous; b) left unattended on public or private property for an unreasonable length of time; and c) attracts exploration or trespass by members of the public, especially children; d) is determined by the village and/or fire/emergency and sheriff's department as a nuisance adversely effecting the public's health, safety and welfare.;

(Ord. eff. 5-25-1981, § 3; Ord. eff. 7-3-2002(2), § 3)

**Cross references:** Definitions generally, § 1-2

AGENDA 11.14.05  
ITEM

VILLAGE OF DEXTER  
ORDINANCE NO. 2005-..  
AN ORDINANCE TO MAKE THE VILLAGE'S FISCAL YEAR JULY 1 TO JUNE 30

L-3

THE VILLAGE OF DEXTER ORDAINS:

**SECTION 1. New Fiscal Year:**

The Village's fiscal year is changed from March 1 through February 28 to July 1 through June 30.

**SECTION 2. Severability:**

If any section of this ordinance is held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any section should be ruled invalid by such tribunal, the remainder of the ordinance shall not be affected thereby

**SECTION 3. Headings:**

The headings used in each section of this ordinance are for the purposes of identification and are not a substantive part of this ordinance

**SECTION 4. Conflict:**

In the event that there is conflict with any other ordinance, this ordinance shall supersede

**SECTION 5. Enactment:**

This ordinance shall be effective forty-five (45) days after publication in a newspaper of general circulation in the Village.

\_\_\_\_\_  
Jim Seta, Village President

\_\_\_\_\_  
Date

\_\_\_\_\_  
David F. Boyle, Village Clerk

\_\_\_\_\_  
Date

Adopted \_\_\_\_\_

Published \_\_\_\_\_

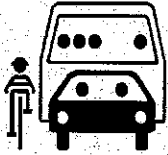
Effective \_\_\_\_\_

I, the undersigned, the duly qualified clerk for the Village of Dexter, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the Village of Dexter on the \_\_\_\_\_ day of \_\_\_\_\_ 2005. That said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, and that the Minutes of said meeting will be or have been made available as required by said Act.

\_\_\_\_\_  
Village Clerk

\_\_\_\_\_  
Date

W  
A  
T  
S



## WASHTENAW AREA TRANSPORTATION STUDY

AGENDA 11-14-05

ITEM L-4

705 NORTH ZEEB ROAD 2nd Floor  
ANN ARBOR, MICHIGAN 48103-1560  
PHONE: (734) 994-3127 FAX: (734) 994-3129  
WEBSITE: WWW.MIWATS.ORG  
E-MAIL: WATS@MIWATS.ORG

November 1, 2005

✿ Councilperson, James Carson  
Village of Dexter  
402 Cambridge Dr  
Dexter, MI 48130

Dear Councilperson Carson:

As part of the continuing, coordinated and comprehensive transportation planning process, the Washtenaw Area Transportation Study (WATS) is inviting you to become a member of the Western Washtenaw Regional Coordination Transit Study Steering Committee. This Committee will meet a minimum of three times over the next six months to help guide the development of the study.

The Agency will be focusing the study on the eight western Townships of Washtenaw County including Lyndon, Dexter, Sylvan, Lima, Sharon, Freedom, Manchester, and Bridgewater and the City of Chelsea and the Villages of Dexter and Manchester. The outcome of this study will be an analysis of the existing transit service as well as the identification of the unmet need for public transit in western Washtenaw County. The Transit Study will also look for feasible solutions to improve the transit service in western Washtenaw County. The main focus of the Western Washtenaw Regional Coordination Transit Study is to determine how to merge the service provided by the Manchester Senior Services and the Western Washtenaw Value Express (WWAVE, previously know as Chelsea Area Transportation Service or CATS) to provide a more unified level of service including consistent demand/responsive service to seniors and persons with disabilities in the area. This study will also be used as a foundation for a countywide transit plan that WATS will initiate in mid 2006.

The first meeting of the Steering Committee is scheduled for **December 8, 2005 at 3:00** at the WATS office at 705 North Zeeb Road, 2<sup>nd</sup> Floor. Please contact me to let me know if you or a designee will be representing your community on the committee. At the December Steering

#### POLICY COMMITTEE MEMBERS

• City of Ann Arbor • Ann Arbor Transportation Authority • Ann Arbor Township •  
• Village of Barton Hills • Village of Chelsea • Village of Dexter • Michigan Department of Transportation •  
• Northfield Township • Pittsfield Township • City of Saline • Scio Township • Superior Township • University of Michigan •  
• Washtenaw County Board of Commissioners • Washtenaw County Road Commission • City of Ypsilanti • Ypsilanti Township •  
• Ex Officio: Federal Highway Administration • Southeast Michigan Council of Governments •

An Intermunicipality Committee organized under Act 200 of Public Acts of Michigan (1957)  
representing Washtenaw County



Committee Meeting a detailed timeline of the study will be presented as well as a report on early collection efforts.

This committee will be active partners in developing and guiding the process that will make this study successful. If you have any questions, please contact me at 734-994-3127 or by email at [raschkem@miwats.org](mailto:raschkem@miwats.org). I look forward to having the Village of Dexter as an active partner in the completion of this study.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matthew Raschke', written in a cursive style.

Matthew Raschke  
Associate Transportation Planner

# VILLAGE OF DEXTER – Community Development Office

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

## Memorandum

AGENDA  
ITEM

11-14-05  
L-5

To: Village Council  
Donna Dettling  
From: Allison Bishop  
Re: Katie's Restaurant Special Land Use Request  
Date: November 14, 2005

Katie's Restaurant proposes to redevelop their existing site by constructing a 7,800 square foot building, 4,000 sf of restaurant and 3,800 sf of general office. Per Section 14, General Business, C-1 District, restaurants that serve alcohol are special land uses.

Included in your packet is the consultant's review for the special land use request. The applicant is required to apply for the special land use permit because they are redeveloping the site and expanding the restaurant use.

Per Section 8.03, the following criteria should be used when reviewing the special land use request:

- A. The Special Land Use will be consistent with the goals, objectives and future land use plan described in the Dexter Master Plan.
- B. The Special Land Use will be consistent with the stated intent of the zoning district.
- C. The Special Land Use will be designed, constructed, operated and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity in consideration of environmental impacts, views, aesthetics, noise, vibration, glare, air quality, drainage, traffic, property values or similar impacts.
- D. The Special Land Use will not significantly impact the natural environment.
- E. The Special Land Use can be served adequately by public facilities and services such as police and fire protection, schools, drainage structures, water and sewage facilities, and refuse disposal.
- F. The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration the following:
  - 1. vehicular turning movements;
  - 2. proximity and relationship to intersections;
  - 3. adequacy of sight distances;
  - 4. location and access of off-street parking; and,
  - 5. provisions for pedestrian traffic.
- G. The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.
- H. The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare

Please review the Carlisle Wortman Review dated November 2, 2005 for review information

## Planning Commission Decision

Following review of the special land use request the Planning Commission recommended approval of the special land use request contingent on the following:

1. The light poles are reduced to a maximum of 20' in height.

## SUGGESTED MOTIONS

The Village Council moves to (APPROVE / DENY) the Special Land Use request to permit Katie's Restaurant to serve alcohol at 2830 Baker Road based on the following:

1. The applicant's (COMPLIANCE / NONCOMPLIANCE) with the requirements set forth in Section 8.03, General Review Standards for All Special Land Uses, of the Village of Dexter Zoning Ordinance and per the Planning Consultant's review dated November 2, 2005.
2. Light poles are not to exceed 20' in height.
3. Approval of the variance request.

## OR

The Village Council moves to (POSTPONE) the Special Land Use request submitted by Katie's Restaurant for 2830 Baker Road, Restaurant serving alcohol, until \_\_\_\_\_(DATE)\_\_\_\_\_ to allow the applicant time to address the following concerns:

1. Approval of the variance request.

Please feel free to contact me prior to the meeting with questions.

Thank you.



*Community Planners Landscape Architects*  
605 S. Main, Suite 1 Ann Arbor, MI 48104 734-662-2200 fax 734-662-1935

Date: September 21, 2005  
November 2, 2005

## **Special Land Use / Final Site Plan Review For Village of Dexter, Michigan**

<b>Applicant:</b>	Paul L. Cook and Kathleen A. Irvine
<b>Project Name:</b>	Katies Restaurant and Office Development
<b>Plan Date:</b>	October 10, 2005
<b>Location:</b>	East side of Baker Road between Hudson and Dan Hoey Roads
<b>Zoning:</b>	C-1, General Business – The proposed use of the property as a restaurant is a special use in the C-1 district.
<b>Action Requested:</b>	Special Land Use / Final Site Plan Approval.
<b>Required Information:</b>	Deficiencies are noted in the body of the following review.

### **PROJECT AND SITE DESCRIPTION**

The applicant proposes to demolish the existing Katie's restaurant and bowling alley and construct a new 7,800 square foot building. The new building would provide 4,000 square feet for a restaurant and 3,800 square feet of office space rental. The site is approximately 1.67 acres in size. Sixty-two (62) parking spaces will be provided including three (3) barrier free spaces. One (1) drive is proposed to access the site (currently there are two (2) entrances).

Business, professional and medical offices are permitted uses in the C-1 zoning district. However, restaurants that serve alcohol are special land uses. Therefore, this report will review the proposed improvements to the subject site with respect to the general standards for all special

land uses listed in Section 8.03, and the standards for the specific use (restaurant) listed in Section 8.11 of the Zoning Ordinance. The Planning Commission has scheduled a public hearing for the Katie's Restaurant project for November 7, 2005.

### **SPECIAL USE CONSIDERATIONS**

The Zoning Ordinance requires that the Planning Commission and Village Council consider the following standards for the use at the proposed location:

- A. The Special Land Use will be consistent with the goals, objective and future land use plan described in the Dexter Master Plan.*

The subject site is identified on the Village Master Plan as Baker Road Special Planning Area (BRSP) and is designated as corridor mixed use. The intent of the BRSP is to accommodate existing uses and encourage upgrading of this area through redevelopment. We find that the proposed reconstruction and uses of this site is consistent with the Master Plan's goals and objectives.

- B. The Special Land Use will be consistent with the stated intent of the zoning district*

The subject site is zoned C-1, General Business. The intent of the C-1 zoning district in part, is to encourage planned and integrated groupings of a variety of uses and provide personal and professional services for the entire Village of Dexter. The proposed upgrade of the existing site and to provide a mix of uses is consistent with the intent of the C-1 zoning district.

- C. The Special Land Use will be designed, constructed, operated and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity in consideration of environmental impacts, views, aesthetics, noise, vibration, glare, air quality, drainage, traffic, property values or similar impacts.*

The proposed improvements to the site should be compatible with and not alter the existing and intended character of the general vicinity.

- D. The Special Land Use will not significantly impact the natural environment.*

Except for the lawn on the east half of the site and a few trees, the site does not contain many natural features. However, most of this area will be paved over, which will increase impervious surfaces. An underground stormwater detention system has been proposed to capture stormwater runoff. This should help to reduce the volume and velocity of stormwater and the amount of pollutants entering local waterways. Therefore, the proposed use should not significantly impact the natural environment.

- E. The Special Land Use can be served adequately by public facilities and services such as police and fire protection, schools, drainage structures, water and sewage facilities, and refuse disposal*

The site will be served by existing municipal services. The scope of the change of use from a restaurant to office space and a restaurant should not cause any additional impacts to the Village public services. We however defer to the Village Engineer for any technical review of this issue.

- F The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved.*

The proposed Katie's restaurant appears to be smaller in size than the existing Katie's restaurant. As such, we don't expect vehicular traffic as a result of the restaurant to increase beyond current levels. However, the addition of the three (3) office spaces will generate additional vehicular traffic but this will depend on the type of use. For example, patient visits to a medical and/or dentist office occur throughout the day and would be expected to generate more traffic than would a general office. If known, the applicant should indicate the type of use planned for the office spaces. Note that access to the site will be reduced to one (1) drive. This should improve the overall safety of vehicles and for pedestrians using the proposed sidewalk along Baker Road.

- G The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.*

The proposed demolition and reconstruction is within an area of the Village that is already developed. The new building and associated improvements should in fact improve the appearance and value of adjacent and nearby properties. The improvements should also encourage appropriate development or redevelopment of adjacent land and buildings. As noted above, this redevelopment is in keeping with the current Master Plan.

- H. The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare.*

The proposed improvements and future uses should not negatively impact the public health, safety, and welfare of Village residents.

*Items to be Addressed: Indicate the type of use planned for the office spaces to help address potential negative traffic impacts.*

## **LAND USE AND ZONING**

The subject site is located in an area zoned for general business and residential (west side of Baker Road). According to the Master Plan, the area is planned for mixed use and village density residential. The proposal does not seem to be out character with this part of the Village.

**Site:** The subject site is Zoned C-1, General Business and contains Katie's restaurant.

- North:** Adjacent property to the north is also zoned C-1 and contains a single-story office building.
- South:** Zoning to the south is C-1 and the use is a single-story warehouse/factory.
- East:** Property to the east of the site is zoned R-1B, One Family Residential – Small Lot and is being used as residential.
- West:** Zoning to the west of the subject site across Baker Road is VR, Village Residential and is being used as residential.

*Items to be Addressed: None.*

### NATURAL RESOURCES

As noted in the section above on Special Land Use standards, there are no significant natural resources that would be affected by this proposed use.

*Items to be Addressed: None.*

### AREA, WIDTH, HEIGHT, SETBACKS

The required regulations for the C-1 district and are provided in the table below.

	C-1, Required	Proposed
<b>Lot Area</b>	10,000 square feet	72,745 square feet (1.67 acres)
<b>Lot Width</b>	70 feet	150 feet
<b>Setbacks</b>		
Front	25 feet	*41 feet
Side	10 feet (20 feet total)	10 feet (28 feet total)
Rear	25 feet	238 feet
<b>Building Height</b>	35 feet maximum; 2 ½ stories	16.5 feet; one story
<b>Lot Coverage</b>	No requirement	12.2%

*\* However, the future Baker Road right-of-way is approximately fourteen (14) feet from the front of the building*

The applicant is requesting a variance from the front setback based upon the Baker Road future right-of-way. As proposed, the plans meet Ordinance requirements therefore a variance is not required.

As illustrated in the above table, the proposed building has satisfied dimensional requirements per the C-1 zoning district.

*Items to be Addressed: None.*

## LIGHTING

The locations of fifteen (15) lights have been provided for the building and the parking area. Ten (10) wall mounted lights and five (5) light posts (4 in the parking lot, 1 at the front entrance) are proposed. Note that the *Luminaire Schedule* table on sheet E-1 lists two (2) types of lighting (HB, HC) that have a quantity of zero (0) listed. The applicant should clarify why these remain on the plans or remove them from the table.

A photometric plan has also been provided but details of the light fixtures have not been provided. We believe the proposed mounting heights of thirty (30) feet for lights 1-3 and 14-15 is excessive. In an effort to reduce off-site lighting glare we recommend the mounting height be no more than twenty (20) feet. The applicant should be aware that all lighting must be turned off after the close of business unless for general security purposes.

*Items to be Addressed: 1) Clarify whether the HB and HC lighting will be used 2) Provide details of the light fixtures. 3) Consider reducing the mounting heights of the pole lights to twenty (20) feet.*

## LANDSCAPING

**Composition** – A full listing of all plant materials including quantity, sizes, and botanical names has been provided. The landscape plan does not provide information on the percentage of genus and species provided. The Ordinance requires no more than twenty-five (25) percent of any one plant genus or ten (10) percent of any one species.

**Greenbelt Street Trees** – The four (4) street trees required have been provided. The placement of the trees takes into account the future Baker Road right-of-way and is acceptable.

**Site Landscaping** – No on-site landscaping, except for lawn, has been proposed. Note that per Section 6.07, a minimum of five (5) percent of the total site area exclusive of any other required landscaping must be landscaped. These areas include landscaping near buildings, foundation plantings, along pedestrian walkways, and along service areas. Based on the total area of the site, 3,747 square feet must be dedicated to on-site landscaping. However, the future expansion of Baker Road would reduce the overall site



to 61,945 square feet. Because of this we recommend that five (5) percent of this reduced lot size, or 3,097 be provided. The applicant should indicate how this is being provided.

**Interior Parking Lot Landscaping** – A parking lot landscaping calculation has been provided but is incorrect. The Ordinance requires three (3) percent of the total area of the parking lot to be landscaped in addition to any other landscaping requirements. Based on a parking lot of 26,500 square feet, 795 square feet of the parking lot must be landscaped. The parking lot calculation must be corrected to ensure compliance with landscaping requirements. In addition, the parking lot islands must be widened to meet the minimum ten (10) foot requirement. The number and types of parking lot trees is acceptable.

**Parking Lot Buffer** – The proposed parking lot does not abut a public street, therefore parking lot screening is not required.

**Buffer/Screen** – The correct buffer types have been identified on the site plan for all the property lines. Details of the various buffers are provided in the table below.

	<u>Requirement</u>	<u>Provided</u>
Northeast Buffer ("C")	6' wall/fence or 3' berm; 15' wide; 7 evergreens OR ornamental trees AND 34 shrubs	6' fence; 15' wide; 7 evergreens and 31 shrubs*
Northwest Buffer ("A")	10' wide; 4 ornamental trees OR evergreens OR 35 shrubs	10' wide; 3 ornamental trees and 1 evergreen and 6 shrubs
South Buffer ("C")	6' wall/fence or 3' berm; 15' wide; 14 evergreens OR ornamental trees AND 66 shrubs	Requesting variance from requirements.
East Buffer ("C")	6' wall/fence or 3' berm; 15' wide; 7 evergreens OR ornamental trees AND 34 shrubs	15' wide; 5 evergreens and 6 ornamental trees and 2 shrubs**
West Buffer ("A")	10' wide; 2 ornamental trees OR evergreens OR 9 shrubs	10' wide; 1 evergreen and 8 shrubs

\* The required thirty-four (34) shrubs are provided along the northeast boundary but three (3) shrubs are located just outside of the fifteen (15) foot wide buffer. This is acceptable as proposed.

\*\* The required thirty-four (34) shrubs are provided along the east boundary but only two (2) shrubs are located within the fifteen (15) foot wide buffer. Although the shrubs may not be within the buffer width, they are contiguous with each other and should be an effective screen. We feel that this is acceptable as proposed.

As noted above, the applicant is seeking a variance from buffering requirements for the south property line. Due to the location of the entrance, the applicant cannot meet the minimum width required (15 feet) for a type "C" buffer. There is four (4) feet between the south property line and the top of the curb available for landscaping. The use to the south is a single-story warehouse/factory. This building is fairly old and would likely be visible to customers of Katie's restaurant. Per Section 6.13, the Planning Commission has the discretion to waive or reduce landscape and screening requirements.

With regard to the east buffer, the applicant is seeking a waiver of the berm (and fence) requirement for the east buffer (type "C"). The applicant feels that the berm (or fence) required is not needed due to the six (6) foot change in elevation from the parking lot to the property line. We consider this request to be reasonable.

**Dumpster Screening** – A single dumpster is located on the south side of the property on the curve of the entrance drive. We do not expect the dumpster to be visible from Baker Road or from any nearby residential properties. The proposed landscaping screen is acceptable.

**Tree Replacement** – Ten (10) existing trees, all with a caliper of eight (8) inches or greater, are indicated on the plan to be removed. Per Section 6.14 E. of the Ordinance, the applicant is requesting a waiver from the Planning Commission from tree replacement requirements due to the low quality and non-native species being removed. We recommend granting a waiver for the three (3) willows and one (1) poplar being removed. However, each of the five (5) pines to be removed should be replaced with two (2) trees of 2.5 inch caliper or greater for a total of ten (10) replacement trees. Note that these trees shall be in addition to all other landscaping requirements.

**Items to be Addressed:** 1) Provide information regarding the percentage of genus and species provided. 2) Provide on-site landscaping of at least 3,097 square feet and how this will be provided. 3) Provide a calculation indicating compliance with on-site calculation landscaping requirements. 4) Correct parking lot landscaping calculations. 5) Widen landscape islands to meet requirements. 6) Planning Commission to consider waiving buffer requirements for the east and south property lines. 7) Provide a detail of the dumpster. 8) Planning Commission to consider waiving tree replacement requirements. 9) Consider adding two (2) trees with a caliper of 2.5 inches or greater for each pine tree removed.

## **PARKING, LOADING**

As shown in the table below, the number of parking spaces provided exceeds requirements by two (2) spaces.

	<u>Required</u>	<u>Provided</u>
<b>Off-Street</b>		
Office	12	12
Restaurant	48	50
Total	60	62
<b>Barrier Free</b>	3	3
<b>Loading</b>	1	1

Parking calculations have been provided and are acceptable. Note that the applicant used a ratio of 3 parking spaces for each 1,000 square feet of office space to determine the required amount of parking for the office space. This ratio (3 parking spaces per 1,000 square feet) corresponds to the requirement for a general office building. Three (3) barrier free parking spaces have been provided and meet State of Michigan requirements.

All of the proposed parking spaces meet dimensional requirements. One (1) loading space is provided and meets dimensional requirements (10 x 50 feet). Loading should not interfere with parking and circulation patterns.

The Village requires one (1) bicycle hoop per twenty (20) parking spaces for office buildings. Based on the number of parking spaces dedicated to the office portion of the development (12), one (1) bicycle hoop is required.

*Items to be Addressed: Provide one (1) bicycle hoop.*

## **SITE ACCESS AND CIRCULATION**

The two (2) existing points of access off Baker Road will be reduced to one (1) two-way drive located on the south side of the site. All maneuvering lanes within the parking lot meet Ordinance requirements.

There is sufficient space within the parking and lot; therefore loading and unloading activities should not affect overall circulation patterns.

A five (5) foot sidewalk is planned along the Baker Road frontage. Two (2) connections to the restaurant and office building, respectively is provided. A concrete sidewalk is also located at the rear of the building adjacent to the parking lot.

*Items to be Addressed: None*

**ESSENTIAL SERVICES**

The site is served by water and sanitary sewer service. As noted above, we do not believe this proposal will have an impact on Village essential services, i.e. sewer, water, police, or fire.

Stormwater will be detained in an underground detention system. We defer to the Village's engineer to comment on essential services.


*Items to be Addressed: Village requires comments regarding essential services.*

**CONCLUSION**

Prior to approval of the special land use and final site plan, the comments of this review should be addressed to the satisfaction of the Planning Commission. Our comments are summarized below:

1. Indicate the type of use planned for the office spaces to help address potential negative traffic impacts.
2. Clarify whether the HB and HC lighting will be used.
3. Provide details of the light fixtures.
4. Consider reducing the mounting heights of the pole lights to twenty (20) feet.
5. Provide information regarding the percentage of genus and species provided.
6. Provide on-site landscaping of at least 3,097 square feet and how this will be provided.
7. Provide a calculation indicating compliance with on-site calculation landscaping requirements.
8. Correct parking lot landscaping calculations.
9. Widen landscape islands to meet requirements.
10. Planning Commission to consider waiving buffer requirements for the east and south property lines.
11. Consider adding a six (6) foot high continuous fence along the south property line at least up to the area where there seems to be existing vegetation.
12. Planning Commission to consider waiving tree replacement requirements.
13. Consider adding two (2) trees with a caliper of 2.5 inches or greater for the five (5) pine trees proposed to be removed.

14. Provide one (1) bicycle hoop.
15. Village requires comments regarding essential services.



**CARLISLE/WORTMAN ASSOC., INC.**  
Douglas J. Lewan, PCP  
Principal

# 241-02-2507

Copy: Alpha Consulting Engineers, Inc. FAX #: 734-662-2060  
Cornerstone Design, Inc., FAX # 734-663-1180  
Steven J. Lucchessi, Inc., P.O. Box 2605, Ann Arbor, MI 48106

AGENDA 11-14-05

ITEM 6-6 6-7

# VILLAGE OF DEXTER – Community Development Office

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

## Memorandum

To: Village Council  
Donna Dettling  
From: Allison Bishop  
Re: Planning and Parks Commission Ordinance house keeping  
Date: November 14, 2005

It has been brought to my attention that house keeping is required to the General Code Planning Commission and Parks Commission Ordinances. Approximately two years ago the Planning Commission and Parks Commission bylaws were amended to include a Village Council person on the both commissions as an "ex officio". The purpose of the "ex officio" was to help improve communication between the boards and commissions. The bylaws for both commissions were subsequently amended, however the ordinance amendments were overlooked.

The following ordinance changes illustrate the proposed changes to both ordinances. The proposed amendments are shown with underlines and strikethroughs. The proposed amendments mirror the language of the Planning Commission and Parks Commission bylaws.

The following ordinances need to be amended:

L-6  
L-7  
Planning Commission – Chapter 2, Article 4, Division 2, Sections 2-137, 2-138, and 2-140.  
Parks Commission – Chapter 30, Article 2, Sections 30-31, 30-32, 30-33 and 30-37.

It is recommended that the proposed changes be made to the ordinances.

Please feel free to contact me prior to the meeting with questions.

Thank you,

## **DIVISION 2. PLANNING COMMISSION\***

**\*Cross references:** Downtown development authority, § 14-31 et seq.; parks commission, § 30-31 et seq.

**State law references:** Municipal planning, MCL 125.31 et seq.

### **Sec. 2-136. Creation.**

The village planning commission (hereinafter referred to as "the commission") is hereby created pursuant to the municipal planning act, Public Act No. 285 of 1931 (MCL 125.31 et seq.)

(Ord. No. 93-1213-001, § 1, eff. 12-23-1993)

### **Sec. 2-137. Composition.**

The commission shall consist of nine members who shall be appointed by the president subject to approval by a majority vote of the members of the village council. One (1) member shall also be a member of the Village Council to be selected by resolution of the Village Council to serve as a member ex officio and ~~—All members of the commission shall hold no other municipal office except that one (1) member of the commission~~ members may be a member of the zoning board of appeals. The term of each member shall be three years, except the ex officio, which shall be an annual appointment. All members shall hold office until their successors are appointed. A member may, after a public hearing, be removed by the president for inefficiency, neglect of duty, or malfeasance in office. Vacancies occurring otherwise than through the expiration of a term shall be filled for the unexpired term by the president subject to approval by a majority vote of the village council.

(Ord. No. 93-1213-001, § 2, eff. 12-23-1993)

**State law references:** Similar provisions, MCL 125.33(1), (16).

### **Sec. 2-138. Chairperson, meetings, rules, records.**

The commission shall elect its chairperson from among its members and create and fill such other of its offices as it may determine. The ex officio shall not hold an office. The term of chairperson shall be one year, with eligibility for reelection. The commission shall hold at least one regular meeting in each month. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings, and determinations, which record shall be a public record. All meetings shall be noticed and recorded in accordance with the open meetings act, Public Act No. 267 of 1976 (MCL 15.261 et seq.).

(Ord. No. 93-1213-001, § 3, eff. 12-23-1993)

**State law references:** Similar provisions, MCL 125.34.

### **Sec. 2-139. Employees, contracts, expenditures.**

The commission, within the scope of its budget as set by the village council and subject to council approval, may appoint employees and enter into contracts for planning services as it may require. Expenditures shall be within the amounts appropriated by the village

council and shall be subject to such purchasing controls as may be established for departments within the village.

(Ord. No. 93-1213-001, § 4, eff. 12-23-1993)

**State law references:** Similar provisions, MCL 125.35.

#### **Sec. 2-140. Compensation.**

Members of the commission, except for the ex officio, shall be compensated in an amount and manner prescribed by the village council.

(Ord. No. 93-1213-001, § 5, eff. 12-23-1993)

**State law references:** Similar provisions, MCL 125.33(1).

#### **Sec. 2-141. Powers and duties.**

(a) The commission shall have such powers and duties as are granted to village planning commissions by the statutes of the state and any ordinance of the village including but not restricted to those powers and duties provided for in Public Act No. 285 of 1931 (MCL 125.31 et seq.) and Public Act No. 207 of 1921 (MCL 125.581 et seq.).

(b) As part of its powers and duties the planning commission shall make and adopt a master plan for the physical development of the village, including any areas outside of this boundaries which, in the commission's judgment, bear relation to the planning of the village. The plan, with the accompanying maps, plats, charts, and descriptive matter shall show the commission's recommendations for the development of the territory, including, among other things, the general location, character, and extent of streets, viaducts, subways, bridges, waterways, floodplains, waterfronts, boulevards, parkways, playgrounds and open spaces, the general location and extent of public utilities and terminals, whether public or privately owned or operated, for water, light, sanitation, transportation, communication, power, and other purposes; also the removal, relocation, widening, narrowing, vacating, abandonment, change of use or extension of any of the foregoing ways, grounds, open spaces, buildings, property, utilities or terminals; the general location, character, layout and extent of community centers and neighborhood units; and the general character, extent and layout of the replanning and redevelopment of blighted districts and slum areas; as well as a zoning plan for the control of the height, area, bulk, location, and use of buildings and premises. The planning commission may amend, extend, or add to the plan.

(c) The planning commission shall, prepare and recommend for adoption, holding any required public hearings therefor, a zoning ordinance in whole or in part or repealers thereto, recommend the boundaries of districts, recommend appropriate regulations to be enforced therein, make a tentative report and/or a final report to the village council, and take such additional action as may be required by the council.

(d) The planning commission established pursuant to this article shall succeed to all duties and powers previously exercised by the village planning commission, except as otherwise provided by law.

(Ord. No. 93-1213-001, § 6, eff. 12-23-1993)

**State law references:** Master plan for physical development of municipality, MCL 125.36 et seq.



## ARTICLE II. PARKS COMMISSION\*

\*Cross references: Boards and commissions, § 2-121 et seq.

### Sec. 30-31. Organization.

Pursuant to chapter 7 of the General Law Village Act, Public Act No. 306 1895 (MCL 61.1 et seq ), there is hereby created and established a commission, to be known as the village parks commission. The village parks commission shall consist of seven members, to be appointed by the council president and affirmed by the village council. One (1) member shall also be a member of the Village Council to be selected by resolution of the Village Council to serve as an ex officio. At least five shall be residents of the village, but two members so appointed may be residents of adjoining townships. The village parks commission shall actively recruit members when vacancies occur, screen potential commissioners and forward recommendations to the council president.  
(Ord. eff. 6-30-1996, § 2; Ord. No. 2002-05, § 1, eff. 8-2-2002)

### Sec. 30-32. Membership.

Terms of members of the parks commission shall be staggered so that, as far as practical, no more than three terms expire in any given year. The terms of office of members of the parks commission shall begin on the May 1 nearest the date of appointment and end three years thereafter, unless reappointed. The term of the ex officio member shall be one year.  
(Ord. eff. 6-30-1996, § 3; Ord. No. 2002-05, § 2, eff. 8-2-2002)

### Sec. 30-33. Rules.

The parks commission shall have the authority to make rules and regulations concerning administration of its affairs as shall not be inconsistent with laws and the General Law Village Act, Public Act No. 3 of 1895 (MCL 61.1 et seq.) It shall establish rules providing for the holding of its meetings and for the election of its officers. It shall elect officers and meet no less than once every year. The ex officio shall not hold and office. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings, and recommendations.  
(Ord. eff. 6-30-1996, § 4; Ord. No. 2002-05, § 3, eff. 8-2-2002)

### Sec. 30-34. Quorums.

A quorum of the parks commission shall consist of four members. An affirmative vote of the majority of currently appointed members shall be necessary to pass any motion.  
(Ord. eff. 6-30-1996, § 5; Ord. No. 2002-05, § 4, eff. 8-2-2002)

### Sec. 30-35. Vacancies.

Any vacancies occurring in the membership of the parks commission shall be filled for the remainder of the term in the manner provided for original appointment to such commission.  
(Ord. eff. 6-30-1996, § 6; Ord. No. 2002-05, § 5, eff. 8-2-2002)

### Sec. 30-36. Removal.

The village council may remove any member of the parks commission for misconduct or neglect of duty. The village council may remove from office any member of the parks commission who is absent from three consecutive meetings, unless the parks commission excuses the absences and enters the reasons for such absences in its official minutes. (Ord. eff. 6-30-1996, § 7; Ord. No. 2002-05, § 6, eff. 8-2-2002)

**Sec. 30-37. Compensation.**

Members of the parks commission shall be compensated. The village council will prescribe the amount and manner of the compensation. The ex officio shall not be compensated.

(Ord. eff. 6-30-1996, § 8; Ord. No. 2002-05, § 7, eff. 8-2-2002)

**Sec. 30-38. Functions and duties.**

The parks commission shall carry out the following functions and perform the following duties:

- (1) Prepare, update and maintain the village parks master plan, ensuring that the plan is kept current and is reflected in the village master plan.
- (2) Advise and assist the village council on matters pertaining to village parks and recreational matters, subject to the guidance of the council. Specifically advise the village council regarding the acceptance of gifts and applying for grants related to parks and recreational facilities.
- (3) Advise the village council on all rules and regulations deemed appropriate or necessary for the use, development and operation of village parks and recreational facilities.
- (4) Coordinate the acquisition of parks equipment or services, excluding maintenance, funded by the village council.
- (5) Report to the village council annually. This report shall inform the village council on updates to the parks master plan, budget requests for the upcoming fiscal year, condition of the parks, and input from village residents concerning the parks, and other matters deemed appropriate.
- (6) The parks commission shall not obligate itself or the village in any financial undertaking. It is not empowered to spend any funds of the village for any purpose unless first provided for by a specific appropriation by the village council.

(Ord. eff. 6-30-1996, § 9; Ord. No. 2002-05, § 8, eff. 8-2-2002)

Secs. 30-39--30-60. Reserved.